

MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 22 OCTOBER 2025 AT 10:00.

**PRESENT:** The Deputy Executive Mayor, Ald GC Combrink (Acting Executive Mayor)  
(In the chair)

**Councillors:** D America  
E Baron  
Ald RA Koegelenberg  
J Miller  
EA Solomons  
LT van Niekerk

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

**Officials:** Dr JH Leibbrandt (City Manager)  
Mr B Brown (Chief Financial Officer)  
Mr S Johaar (Executive Director: Corporate and Planning Services)  
Ms E Barnard (Executive Director: Public Safety)  
Mr F Rhoda (Acting Executive Director: Community Services)  
Ms R Jaftha (Chief Audit Executive)  
Ms N October (Snr Manager: Legal and Administrative Services)  
Mr D Delaney (Senior Manager: Spatial Planning and Environmental Management)  
Mr H Liedeman (Senior Manager: Streets, Stormwater and Traffic Engineering)  
Ms R Geldenhuys (Manager: Communication and Marketing)  
Mr G Dippenaar (Chief Risk Officer)  
Mr FP Goosen (Manager: Administrative Support Services)



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025****1. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT**

- |    |                                                        |   |              |
|----|--------------------------------------------------------|---|--------------|
| 1. | Cllr SE Korabie, the Executive Mayor                   | - | Apology;     |
| 2. | Cllr MA Andreas                                        | - | Apology;     |
| 3. | Cllr AMB Appollis                                      | - | Apology;     |
| 4. | Cllr LC Arendse                                        | - | Apology;     |
| 5. | Cllr L Cyster                                          | - | Apology; and |
| 6. | Mr L Pienaar, Executive Director: Engineering Services | - | Apology.     |

**2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR**

None.

**3. CONFLICT OF INTERESTS BY COUNCILLORS/OFFICIALS**

None.

**4. CONSIDERATION OF URGENT MATTERS, REPORTS, COMMUNICATIONS AND PETITIONS**

None.

**5. CONFIRMATION OF MINUTES**

The minutes of the following meetings of the Mayoral Committee were **confirmed as correct:**

- (i) Ordinary meeting held on 22 September 2025; and
- (ii) Confidential meeting held on 22 September 2025.



# **DRAKENSTEIN MUNICIPALITY**

## **MINUTES: MAYORAL COMMITTEE** **22 OCTOBER 2025**

### **6. CORPORATE SERVICES**

|            |                                    |
|------------|------------------------------------|
| <b>6.1</b> | <b>LLF MINUTES: 31 JULY 2025</b>   |
|            | <b>LLF NOTULES: 31 JULIE 2025</b>  |
|            | <b>LLF IMIZUZU: 31 JULAYI 2025</b> |

### **RESOLVED that**

The Local Labour Forum (LLF) minutes of 31 July 2025 be noted.

|                         |         |                                                          |           |
|-------------------------|---------|----------------------------------------------------------|-----------|
| Meeting: MC -22/10/2025 |         | Submitted by Department: Corporate and Planning Services |           |
| Ref No:                 |         | Author/s:                                                |           |
| Coll No:                |         | Referred from:                                           |           |
| PAR:                    | ACTION: | RESPONSIBLE DEPARTMENT:                                  | DUE DATE: |
|                         |         |                                                          |           |

|            |                                                                                                                   |
|------------|-------------------------------------------------------------------------------------------------------------------|
| <b>6.2</b> | <b>FINAL APPROVAL: LEASE OF MUNICIPAL PROPERTY SITUATED ON ERF 9635 COODE STREET, WELLINGTON (WARD 11)</b>        |
|            | <b>FINALE GOEDKEURING: HUUR VAN MUNISIPALE EIENDOM GELEË OP ERF 9635, COODESTRAAT, WELLINGTON (WYK 11)</b>        |
|            | <b>IMVUME YOKUGQIBELA: UKUQESHISA IPROPATHI KAMASIPALA EBKWE KWI-ERF 9635 COODE STREET, EWELLINGTON (WADI 11)</b> |

The Mayoral Committee did not support the recommendations of the Corporate and Governance Portfolio Committee.

### **RECOMMENDED that**

The lease agreement not be supported.

|                         |         |                                                          |           |
|-------------------------|---------|----------------------------------------------------------|-----------|
| Meeting: MC -22/10/2025 |         | Submitted by Department: Corporate and Planning Services |           |
| Ref No: 15/4/1 (9635) W |         | Author/s: N Williams                                     |           |
| Coll No: 2240437        |         | Referred from: Corp and Gov Portf-14/10/2025             |           |
| PAR:                    | ACTION: | RESPONSIBLE DEPARTMENT:                                  | DUE DATE: |
|                         |         |                                                          |           |



## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

22 OCTOBER 2025

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| 6.3 | PROPOSED ALIENATION OF A PORTION OF ERF 16121 PAARL AND OTHERS TO MONEYLINE 349 (PTY) LTD FOR A PARKING AND REDEVELOPMENT PURPOSES SITUATED ON THE CORNER OF MARKET STREET AND BERG RIVER BOULEVARD (WARD 4)     |
|     | VOORGESTELDE VERVREEMDING VAN 'N GEDEELTE VAN ERF 16121 PAARL EN ANDER AAN MONEYLINE 349 (EDMS) BPK VIR PARKERING EN HERONTWIKKELINGSDOELEINDES GELEË OP DIE HOEK VAN MARKSTRAAT EN BERGRIVIER RYLAAN (WYK 4)    |
|     | UKUHLUKANISWA OKUCETYWAYO KWENXALENYE YE-ERF 16121 PAARL KUNYE NABANYE KWI-MONEYLINE 349 (PTY) LTD NGEENJONGO ZOKUPAKA NOKUPHUCULA NGOKUTSHA EZIKWIKONA YESITALATO IMARKET KUNYE NEBERG RIVER BOULEVARD (WADI 4) |

**RESOLVED that**

The item be referred back for further refinement.

|                                                                         |                |                                                                                                                                 |           |
|-------------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------|-----------|
| Meeting: MC –22/10/2025<br>Ref No: 15/4/1 (16121) P<br>Coll No: 2315100 |                | Submitted by Department: Corporate and Planning Services<br>Author/s: N October<br>Referred from: Corp and Gov Portf-14/10/2025 |           |
| PAR:                                                                    | ACTION:        | RESPONSIBLE DEPARTMENT:                                                                                                         | DUE DATE: |
|                                                                         | Re-submit item | ED: Corporate and Planning Services                                                                                             |           |

|     |                                                                                                                                   |
|-----|-----------------------------------------------------------------------------------------------------------------------------------|
| 6.4 | PROPOSED LONG TERM LEASE OF THE MUNICIPAL PROPERTY SITUATED ON ERF 19519 PAARL KNOWN AS IKWHEZI TO ISIDILIYA (WARD 9)             |
|     | VOORGESTELDE LANGTERMYN HUUR VAN MUNISIPALE EIENDOM GELEË OP ERF 19519 PAARL BEKEND AS IKWHEZI AAN ISIDILIYA (WYK 9)              |
|     | UKUQESHISWA KWEXESHA ELIDE KWEPROPATHI KAMASIPALA EBKWE KWI-ERF 19519 PAARL EYAZIWA NGOKUBA YI-IKWHEZI UKUYA E-ISIDILIYA (WADI 9) |

**RECOMMENDED that**

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 13 of the Asset Transfer Policy (2021) *approval* be granted for the lease in respect of the municipal property situated on Erf 19519 Paarl, known as Ikhwezi Community Centre, measuring ±1,9190ha in extent, to Isidiliya, a non-profit organisation, for a period of 30 (thirty) years with an option to renew for a further 20 (twenty) years, for educational and community development purposes, subject to the standard lease conditions as well as the following terms and conditions:



## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

22 OCTOBER 2025

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- 1.1 The property be leased *gratis* and the lessee only be liable for the costs related to consumption of services;
- 1.2 The subject property **only** be used for social, community and educational purposes and no other activities be permitted;
- 1.3 Further to para 1.2 above the property may only be sub-leased to the LEAP Maths and Science School and only be utilised for educational purposes as per the LEAP Institute programmes at this stage;
- 1.4 The lessee must sub-lease the subject property to the sub-lessee *gratis*;
- 1.5 No other uses, apart from the LEAP school-related activities, are permitted at this stage, without the prior written approval of the Municipality;
- 1.6 Isidiliya will be responsible for all municipal services, connection fees and services consumption, etc. if applicable;
- 1.7 All administrative, legal and technical requirements be adhered to;
- 1.8 The lessee is required to obtain approval from Heritage Western Cape for any development on the site, including the demolition, alteration or maintenance of the existing structures, at their own cost;
- 1.9 The lessee will be responsible for the cost of any studies, information or appointments requested by Heritage Western Cape as part of heritage application process;
- 1.10 The lessee must within two years, provide the municipality with a Site Development Plan indicating all existing and proposed development, demolitions, alterations or maintenance, which must be approved by the Municipality and Heritage Western Cape;
- 1.11 The lessee is required to maintain an updated Site Development Plan for the site, which is to be submitted to the municipality for review, on a biannual basis; and
- 1.12 The lessee must ensure ongoing compliance with the requirements of the National Heritage Resources Act (No. 25 of 1999) and address any heritage compliance concerns, which might arise, at their own cost.



## DRAKENSTEIN MUNICIPALITY

**MINUTES: MAYORAL COMMITTEE**  
**22 OCTOBER 2025**

2. 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 Isidiliya in collaboration with the LEAP Maths and Science School will provide a much needed educational facility with the focus on maths and science to the community in that area as well as the broader community.

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|--------------------------|---------|----------------------------------------------------------|-----------|
| Meeting: MC –22/10/2025  |         | Submitted by Department: Corporate and Planning Services |           |
| Ref No: 15/4/1 (19519) P |         | Author/s: N Williams                                     |           |
| Coll No: 2156859         |         | Referred from: Corp and Gov Portf-14/10/2025             |           |
| PAR:                     | ACTION: | RESPONSIBLE DEPARTMENT:                                  | DUE DATE: |
|                          |         |                                                          |           |

**6.5 FINAL APPROVAL: LEASE OF A PORTION OF ERF 10912 KUDU STREET PAARL TO ADL REAL ESTATE (PTY) LTD 2014/259088/05 AND PROPOSED ALIENATION OF THE SUBJECT PROPERTY TO ADL REAL ESTATE (PTY) LTD FOR PARKING PURPOSES (WARD 22)**

**FINALE GOEDKEURING: VERHURING VAN 'N GEDEELTE VAN ERF 10912 KUDUSTRAAT PAARL AAN ADL REAL ESTATE (EDMS) BPK 2014/259088/05 ASOOK DIE VOORGESTELDE VERVREEMDING VAN DIE GEDEELTE VAN ERF 10912 AAN ADL REAL ESTATE (EDMS) BPK VIR PARKERING DOELEINDES (WYK 22)**

**UKUVUNYWA KOKUGQIBELA: UKUQESHISWA KWENXALENYE YE-ERF 10912 KUDU STREET PAARL KWI-ADL REAL ESTATE (PTY) LTD 2014/259088/05 KUNYE NOKUCETYISWA KWEPROPATHI ECHAPHAZELEKAYO KWI-ADL REAL ESTATE (PTY) LTD NGEENJONGO ZOKUPAKA (WADI 22)**

**RECOMMENDED that**

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 13 of the Asset Transfer Policy (2021), **approval** be granted for the lease in respect of a portion of Erf 10912, Paarl, measuring 1 512m<sup>2</sup> in extent, to ADL Real Estate PTY (Ltd) (Registration Number 2014/259088/05) for parking and loading bay purposes, subject to the normal lease conditions as well as the following further conditions:
  - 1.1 The property be leased at a market related rental of R3 804.95 (VAT excluded, 6% per annum included);



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025

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- 1.2 The lease will endure for a period of 2 (two) years;
  - 1.3 The subject property only be used for parking and loading bay purpose and no other purpose;
  - 1.4 The necessary building plans be submitted prior to any construction commences on the property;
  - 1.5 The lessee be responsible for the fencing, safeguarding of the subject property and the provision of 24 hours access to the municipal substation at all times;
  - 1.6 No compensation will be payable to the lessee for any improvements upon expiry of the lease;
  - 1.7 All administrative, legal and technical requirements be adhered to; and
  - 1.8 Should the lessee wish to renew the contract term for a further period, a formal written request should be addressed to the Municipality 6 months prior to the expiration of the lease term.
2. The proposed lease was advertised in the local press for objections, comments, representations or counter offers by other interested parties and none were received;
  3. In terms of paragraph 13 of the Asset Transfer Policy, the property be leased by way of direct negotiation to the adjacent landowner. Furthermore, a public consultation process was followed during which other parties had the opportunity to submit an application. None were received; and
  4. In terms of Section 14 of the MFMA *in principle approval* be granted for the alienation of a portions of Erf 10912 Paarl, to ADL Real Estate (Pty) Ltd, as the owner of the adjacent property, via direct alienation, at a market related selling price, subject to the normal conditions of sale as well as the following conditions:
    - 4.1 A market related valuation be obtained from an independent valuer;
    - 4.2 All land use rights including closure, subdivision, rezoning and consolidation be undertaken by and at the cost of the purchaser. All costs related to the transaction will be for the purchaser's account and which



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE****22 OCTOBER 2025**

includes undertaking the necessary cadastral surveying and framing of the diagram of the portion of all the component erven of the subject property;

- 4.3 The necessary building plan in respect of the boundary fencing and any upgrades to the applicants building, must be submitted for approval before any site work may be conducted;
  - 4.4 All costs related to the registration of transfer process will be for the account of the successful purchaser;
  - 4.5 The subject property is subject to a 6 metre road reserve set back in Berg River Boulevard to accommodate any future road widening of the relevant portion of the Berg River Boulevard which set back has already been incorporated into the proposed layout; and
  - 4.6 The transaction be subject to all requirements as indicated by the technical departments, which includes services servitudes to be registered in favour of the municipality in respect of engineering underground infrastructure traversing the subject property, if applicable. Arrangements must also be confirmed in writing with the Electro Technical Division regarding the possible enclosure of the substation as part of the subject property for safeguarding purposes.
5. The proposed transaction be advertised whereby interested parties will be invited to submit objections, comments and or counter- offers;
  6. The transactions be subject to the standard conditions of sale, including development and pre-emptive rights, noting that the municipal property will mainly be utilised for formal parking and loading bay purposes; and
  7. In terms of Paragraph 13 of the Asset Transfer Policy the direct alienation of this viable portion of municipal land is permitted to an adjacent landowner who wants to expand their existing establishment/business. This development entails the entire redevelopment of the applicant's property, being Erf 19515 Paarl and the municipal property being utilised mainly to provide parking and a loading bay facility to the proposed development.

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|--------------------------|----------------|----------------------------------------------------------|------------------|
| Meeting: MC-22/10/2025   |                | Submitted by Department: Corporate and Planning Services |                  |
| Ref No: 15/4/1 (10912) P |                | Author/s: N Williams                                     |                  |
| Coll No: 2315704         |                | Referred from: Corp and Gov Portf-14/10/2025             |                  |
| <u>PAR:</u>              | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>                           | <u>DUE DATE:</u> |



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025**

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|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>6.6</b> | <b>FINAL APPROVAL: LEASE OF A PORTION OF ROAD RESERVE TO ADJOINING ERF 19511 PAARL TO BERLYN SENTRUM (PTY) LTD COMPANY (REGISTRATION NUMBER 1992/001193/07) (WARD 19)</b>                   |
|            | <b>FINALE GOEDKEURING: VERHURING VAN 'N GEDEELTE VAN PADRESERWE AANGRENSENDE ERF 19511 PAARL AAN BERLYN SENTRUM (REGISTRASIENOMMER 1992/001193/07) (WYK 19)</b>                             |
|            | <b>UKUVUNYWA KOKUGQIBELA: UKUQESHISWA KWENXALENYE YOGCINO LWENDLELA UKUYA KWI-ERF 19511 EDIBENEYO NENKAMPANI YASEBERLYN SENTRUM (PTY) LTD (INOMBOLO YOBHALISO 1992/001193/07) (WADI 19)</b> |

**RECOMMENDED that**

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 13 of the Asset Transfer Policy (2021), approval be granted for the renewal of the lease in respect of a portion of Berlyn Street Road Reserve, adjoining Erf 19511 Paarl, measuring  $\pm 220\text{m}^2$  in extent, to Berlyn Sentrum (Pty) Ltd (Registration Number 1992/001193/07) for parking purposes, subject to the normal lease conditions as well as the following further conditions:
  - 1.1 The property will be leased at a market rental of R1,465.63 (VAT excluded, including a 8% per annum escalation);
  - 1.2 The lease endures for a period of three (3) years as from date of signature of the lease agreement;
  - 1.3 The subject property only be used for parking purposes and no other purpose;
  - 1.4 Municipal services, a 375mm water line, 150mm sewer line, overhead electrical lines and underground electrical cables must be protected to the satisfaction of the Municipality in accordance with municipal standards;
  - 1.5 Access to municipal services at all times must be ensured;
  - 1.6 No carports or any structures are allowed over the municipal watermain or other services;
  - 1.7 No solid construction e.g. concrete slabs will be allowed;
  - 1.8 Should any installations have to be removed, it will be without any compensation to the applicant;



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025**

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- 1.9 The parking bays created will be for private parking use and not public parking;
- 1.10 The parking bays must remain a minimum size of 2.5 x 5m with a 7m isle gap as well as any new parking bays (where approved by the Municipality);
- 1.11 The eastern side of Berlyn Street must have a 1.8m wide sidewalk minimum width;
- 1.12 No compensation will be payable to the applicant for any improvements upon expiry of the lease;
- 1.13 Refuse will be collected from a central collection point/refuse area, which is accessible to the refuse compactors from the roadside as indicated by the Municipality;
- 1.14 All existing lease conditions remain applicable;
- 1.15 All administrative, legal and technical requirements be adhered to; and
- 1.16 Should the lessee wish to renew the contract term for a further period, a formal written request should be addressed to the Municipality 6 months prior to the expiration of the lease term.
2. It be noted that the proposed lease was advertised in the local press and on municipal website for objections, comments, representations or counter proposals/offers from other interested parties, and that none was received; and
3. In terms of paragraph 13 of the Asset Transfer Policy, the property be leased by way of direct negotiation as the transaction entails a renewal of an existing lease agreement. Furthermore, a public consultation process was followed during which other parties had the opportunity to submit an application and none were received.

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|--------------------------|--|----------------------------------------------------------|--|
| Meeting: MC –22/10/2025  |  | Submitted by Department: Corporate and Planning Services |  |
| Ref No: 15/4/1 (19511) P |  | Author/s: N Williams                                     |  |
| Coll No: 2315249         |  | Referred from: Corp and Gov Portf-14/10/2025             |  |
| PAR:                     |  | ACTION:                                                  |  |
|                          |  | RESPONSIBLE DEPARTMENT:                                  |  |
|                          |  | DUE DATE:                                                |  |
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## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

22 OCTOBER 2025

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| <b>6.7</b> | <b>FINAL APPROVAL: LEASE OF THE MUNICIPAL PROPERTY SITUATED ON A PORTION OF ERF 8431 PAARL TO PAARL SQUASH CLUB (WARD 4)</b>       |
|            | <b>FINALE GOEDKEURING: VERHURING VAN MUNISIPALE EIENDOM GELEË OP 'N GEDEELTE VAN ERF 8431 PAARL AAN PAARL MUURBALKLUB (WYK 4)</b>  |
|            | <b>IMVUME YOKUGQIBELA: UKUQESHISA IPROPATHI KAMASIPALA EBKWE KWIXALENYE YE-ERF 8431 PAARL UKUYA KWI-PAARL SQUASH CLUB (WADI 4)</b> |

**RECOMMENDED that**

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 13 of the Asset Transfer Policy (2021) *approval* be granted for the renewal the lease of municipal property known as the Squash Club, measuring  $\pm 1\,100\text{m}^2$ , situated on Erf 8431 Paarl Market Street, Paarl to the Paarl Squash Club, 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 R710.24 per month (VAT excluded, 4% escalation per annum included);
  - 1.2 The lease endures for a period of three (3) years as from date of signature of the lease agreement;
  - 1.3 No sub-leasing or social functions be allowed;
  - 1.4 Social functions must be limited to events directly relating to the Club activities, i.e. award ceremonies, and no loud music is permitted at such functions;
  - 1.5 Paarl Squash Club will be responsible for the 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 No party political activities be permitted at the subject property;



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025**

- 1.10 Should the lessee wish to renew the contract term for a further period, a formal written request should be addressed to the Municipality 6 (six) months prior to the expiration of the lease term; and
- 1.11 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 counter proposals/offers from other interested parties, and that none was received; 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.

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| Meeting: MC -22/10/2025 | Submitted by Department: Corporate and Planning Services |
| Ref No: 15/4/1 (8431) P | Author/s: N Williams                                     |
| Coll No: 2315609        | Referred from: Corp and Gov Portf-14/10/2025             |
| <u>PAR:</u>             | <u>ACTION:</u>                                           |
|                         | <u>RESPONSIBLE DEPARTMENT:</u>                           |
|                         | <u>DUE DATE:</u>                                         |

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|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>6.8</b> | <b>PROPOSED AMENDMENT TO THE DEED OF SALE IN RESPECT OF FARM NO 736 PAARL (KLAPMUTS) - THE PURCHASER MUST BE AMENDED FROM DISTELL TO HEINEKEN BEVERAGES (SOUTH AFRICA) (PTY) LTD REGISTRATION NO 2003/026165/07</b>                         |
|            | <b>VOORGESTELDE WYSIGING VAN DIE KOOPOOREENKOMS TEN OPSIGTE VAN PLAAS NR 736 PAARL (KLAPMUTS) – DIE KOPER WORD GEWYSIG VANAF DISTELL NA HEINEKEN BEVERAGES (SOUTH AFRICA) (PTY) LTD REGISTRASIE NR 2003/026165/07</b>                       |
|            | <b>ISILUNGISO ESICITYWAYO KWI-DEED OF SALE NGOKUBHEKISELELE KWIFAMA INOMBOLO 736 PAARL (KLAPMUTS) - UMTHENGI KUFUNKA ALUNGISWE UKUSUKA KWI-DISTELL UKUYA KWI-HEINEKEN BEVERAGES (SOUTH AFRICA) (PTY) LTD REGISTRATION NO 2003/026165/07</b> |

**RECOMMENDED that**

- Approval be granted for the amendment of the purchaser from Distell Ltd (Registration No. 1963/001333/06) to Heineken Beverages (South Africa) (Pty) Ltd. The amendment to the new contracting party will be encapsulated in an Addendum to be concluded and forming part of the initial deed of sale;
- Approval be granted for the formalisation of all agreements with the identified third-party developer, being Raubex Group Ltd and Gatekeeper Asset Management (Pty) Ltd, forming De Boordzicht (Pty) Ltd;



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE****22 OCTOBER 2025**

3. The third-party developer, De Boordzicht (Pty) Ltd, must assume all obligations applicable to Heineken in relation to the Municipality relating to the development of the land as recorded in the current deed of sale;
4. Approval be granted for the north-south subdivision of the subject property to enable the Development Company, De Boordzicht (Pty) Ltd, to register the transfer of what will then be referred to as Protea North;
5. Approval be granted for the waiver of the reversionary right in favour of the Municipality contained in clause 9.1 of the Deed of Sale and in condition 4(II) of Deed of Transfer number T9206/2024 in respect of Protea North, simultaneous with the registration of the first mortgage development bond in favour of the Financier over Protea North. This is to enable the registration of transfer of Protea North by De Boordzicht (Pty) Ltd as the development company;
6. Approval be granted for the waiver of the reversionary right in favour of the Municipality contained in clause 9.1 of the Deed of Sale and in condition 4(II) of Deed of Transfer number T9206/2024 in respect of Protea South, against the issuing of the section 38 Certificate, following the completion of the installation of the infrastructure in respect of Protea South;
7. Approval be granted to release Heineken from its obligation to develop its Distribution Centre as Heineken will now received transfer of its Heineken portion in Protea North once the development company has completed the installation of all infrastructure. The Heineken portion will be retained for future development of its distribution centre at a time that its board of directors may consider appropriate, based on market demands of its core business; and
8. The City Manager be authorized to sign all agreements ensuing from the approvals above.

|                         |                |                                                          |                  |
|-------------------------|----------------|----------------------------------------------------------|------------------|
| Meeting: MC -22/10/2025 |                | Submitted by Department: Corporate and Planning Services |                  |
| Ref No: 15/4/1 (736)K   |                | Author/s: N October                                      |                  |
| Coll No: 2316772        |                | Referred from: Corp and Gov Portf-14/10/2025             |                  |
| <u>PAR:</u>             | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>                           | <u>DUE DATE:</u> |
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**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025**

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| <b>6.9</b> | <b>IMPLEMENTATION PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS (MMCL) FOR SENIOR MANAGERS: OCTOBER 2025</b>                                 |
|            | <b>MAANDELIKSE IMPLEMENTERINGSVORDERINGSVERSLAG TEN OPSIGTE VAN MUNISIPALE MINIMUM BEVOEGDHEID VLAKKE (MMBV) VIR SENIOR BESTUURDERS: OKTOBER 2025</b> |
|            | <b>INGXELO YENKQUBELA EKUPHUNYEZWENI KWENQANABA LEZAKHONO EZISEZANTSI ZIKAMASIPALA (MMCL) KUBAPHATHI ABAPHEZULU: OKTOBHA 2025</b>                     |

**RECOMMENDED 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: MC –22/10/2025 |         | Submitted by Department: Corporate and Planning Services |           |
| Ref No: 1/4/9           |         | Author/s: M Sibeko                                       |           |
| Coll No: 2315308        |         | Referred from:                                           |           |
| PAR:                    | ACTION: | RESPONSIBLE DEPARTMENT:                                  | DUE DATE: |

**7. GOVERNANCE, PLANNING, ECONOMIC DEVELOPMENT AND IMPLEMENTATION SUPPORT**

|            |                                                                                                                                 |
|------------|---------------------------------------------------------------------------------------------------------------------------------|
| <b>7.1</b> | <b>REPLACEMENT OF FORMER COUNCILLOR C DE WAAL BY COUNCILLOR VR MOSES AS PROPORTIONAL MEMBER OF THE MUNICIPAL COUNCIL</b>        |
|            | <b>VERVANGING VAN VORIGE RAADSLID C DE WAAL DEUR RAADSLID VR MOSES AS PROPORSIONELE VERTEENWOORDIGER OP DIE MUNISIPALE RAAD</b> |
|            | <b>IKUTSHINTSHWA OWAYE SAKUBA NGUCEBA C DE WAAL NGO CEBA VR MOSES NJENGOMELE ELILUNGU LWEBHUNGA LOMASIPALA</b>                  |

**RECOMMENDED that**

The replacement of Mr C de Waal by Councillor VR Moses as representative of the Concerned Drakenstein Residents (CDR) party on the Drakenstein Municipal Council, as from 26 September 2025 be noted.

|                         |                                                          |                                |                  |
|-------------------------|----------------------------------------------------------|--------------------------------|------------------|
| Meeting: MC -22/10/2025 | Submitted by Department: Corporate and Planning Services |                                |                  |
| Ref No: 3/8/1           | Author/s: F Goosen                                       |                                |                  |
| Coll No: 2313267        | Referred from: Corp and Gov Portf-14/10/2025             |                                |                  |
| <u>PAR:</u>             | <u>ACTION:</u>                                           | <u>RESPONSIBLE DEPARTMENT:</u> | <u>DUE DATE:</u> |

## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

22 OCTOBER 2025

|            |                                                                   |
|------------|-------------------------------------------------------------------|
| <b>7.2</b> | <b>REVISED COMBINED ASSURANCE POLICY</b>                          |
|            | <b>GEWYSIGDE GEÏNTEGREERDE VERSEKERING BELEID</b>                 |
|            | <b>UMGAQO-NKQUBO OHLAZIYIWEYO WESIQINISEKISO ESIDITYANISIWEYO</b> |

**RECOMMENDED that**

The revised Combined Assurance Policy be approved.

|                         |         |                                              |           |
|-------------------------|---------|----------------------------------------------|-----------|
| Meeting: MC -22/10/2025 |         | Submitted by Department: Internal Audit      |           |
| Ref No: 5/12/P          |         | Author/s: R Jaftha                           |           |
| Coll No: 2306814        |         | Referred from: Corp and Gov Portf-14/10/2025 |           |
| PAR:                    | ACTION: | RESPONSIBLE DEPARTMENT:                      | DUE DATE: |
|                         |         |                                              |           |

|            |                                                                           |
|------------|---------------------------------------------------------------------------|
| <b>7.3</b> | <b>CLOSING OF MUNICIPAL OFFICES DURING THE FESTIVE SEASON: 2025/26</b>    |
|            | <b>SLUITING VAN MUNISIPALE KANTORE GEDURENDE DIE FEESSEISOEN: 2025/26</b> |
|            | <b>UKUVALWA KWEE OFISI NGEXESHA LEMIBHIYOZO: 2025/26</b>                  |

**RECOMMENDED that**

1. It be noted that the municipal offices will close on 23 December 2025 at 16:45;
2. The closure of municipal offices from 24 December 2025 up to and including 02 January 2026 be noted;
3. It be noted that the required emergency services and essential services personnel will be operational as usual during the festive season;
4. One day leave that is granted to all staff at year end be approved; and
5. It be noted that the closure of offices be advertised in the local newspaper, municipal website, vars and on all notice boards.

|                         |         |                                                 |           |
|-------------------------|---------|-------------------------------------------------|-----------|
| Meeting: MC -22/10/2025 |         | Submitted by Department: Corporate and Planning |           |
| Ref No: 4/4             |         | Author/s: N Matolengwe                          |           |
| Coll No: 2311132        |         | Referred from:                                  |           |
| PAR:                    | ACTION: | RESPONSIBLE DEPARTMENT:                         | DUE DATE: |



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025ADDITIONAL ITEM: BUNDLE 2

|            |                                                                                                                                                                       |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>7.4</b> | <b>QUARTER ONE (1): QUARTERLY PERFORMANCE ASSESSMENT REPORT 2025/2026<br/>(01 JULY – 30 SEPTEMBER 2025)</b>                                                           |
|            | <b>KWARTAAL EEN (1): KWARTAALLIKSE PRESTASIE EVALUERINGSVERSLAG 2025/2026<br/>(01 JULIE – 30 SEPTEMBER 2025)</b>                                                      |
|            | <b>IKOTA YOKUQALA (1): INGXELO YOVAVANYO LWENTSEBENZO YEKOTA<br/>ISICWANGCISO SOKUSETENZISWA KWENKONZO YOLWABIWO-MALI 2025/2026<br/>(01 JULY – 30 SEPTEMBER 2025)</b> |

**RECOMMENDED that**

1. The Quarterly Performance Assessment Report 2025/2026, Quarter 1: (01 July to 30 September 2025) be adopted;
2. The Quarterly Performance Assessment Report 2025/2026 Quarter 1 (01 July to 30 September 2025) be placed on the Municipal Website after Council adoption; and
3. The approved Quarterly Performance Assessment Report 2025/2026 Quarter 1 (01 July to 30 September 2025) 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: MC –22/10/2025 | Submitted by Department: | Head: Str Perf Man and M & E   |
| Ref No: 2/2/8           | Author/s:                | P Barends                      |
| Coll No: 231925         | Referred from:           |                                |
| <u>PAR:</u>             | <u>ACTION:</u>           | <u>RESPONSIBLE DEPARTMENT:</u> |
|                         |                          | <u>DUE DATE:</u>               |



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025****8. TOURISM, SPORT AND RECREATION**

|            |                                             |
|------------|---------------------------------------------|
| <b>8.1</b> | <b>DRAFT SPORT AND RECREATION POLICY</b>    |
|            | <b>KONSEP SPORT EN REKREASIE BELEID</b>     |
|            | <b>UMGAQO-NKQUBO WEZEMIDLALO NEZEMFUNDO</b> |

**RECOMMENDED that**

The draft Sport and Recreation Policy be considered and be approved for public participation.

|                         |                |                                             |                  |
|-------------------------|----------------|---------------------------------------------|------------------|
| Meeting: MC –22/10/2025 |                | Submitted by Department: Community Services |                  |
| Ref No: 17/7/P          |                | Author/s: Y Tsolo                           |                  |
| Coll No: 2303307        |                | Referred from: Comm Serv Portf-14/10/2025   |                  |
| <u>PAR:</u>             | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>              | <u>DUE DATE:</u> |

|            |                                                                                  |
|------------|----------------------------------------------------------------------------------|
| <b>8.2</b> | <b>THE ESTABLISHMENT OF THE VOLUNTARY DRAKENSTEIN TOURISM ADVISORY FORUM</b>     |
|            | <b>DIE VESTIGING VAN DIE VRYWILLIGE DRAKENSTEIN TOERISME ADVIESFORUM</b>         |
|            | <b>UKUSEKWA KWEQONGA LEENGCEBISO ZOKHENKETHO LASEDRAKENSTEIN NGOKUZITHANDELA</b> |

The Mayoral Committee requested that the profile summaries of the applicants and the expert panel members be included for Council.

**RECOMMENDED that**

1. The progress made towards the establishment of a voluntary Drakenstein Tourism Advisory Forum be noted;
2. The list of applications received for consideration to be appointed to the voluntary Drakenstein Tourism Forum be noted; and
3. The selection of an independent panel of experts to do the interview and selection of the voluntary Drakenstein Tourism Advisory Forum be considered.

|                         |                |                                                          |                  |
|-------------------------|----------------|----------------------------------------------------------|------------------|
| Meeting: MC –22/10/2025 |                | Submitted by Department: Corporate and Planning Services |                  |
| Ref No: 2/2/9           |                | Author/s: C Phillips                                     |                  |
| Coll No: 2304854        |                | Referred from: Planning and Dev-16/10/2025               |                  |
| <u>PAR:</u>             | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>                           | <u>DUE DATE:</u> |

## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025

|            |                                                                                                     |
|------------|-----------------------------------------------------------------------------------------------------|
| <b>8.3</b> | <b>REPORT ON THE PROGRESS OF THE FLOOD ALLEVIATION PROGRAMME FOR THREE CATCHMENT AREAS IN PAARL</b> |
|            | <b>VERSLAG OOR DIE VORDERING VAN DIE VLOEDVERLIGTINGSPROGRAM VIR DRIE OPVANGSGEBIEDE IN PAARL</b>   |
|            | <b>INGXELO NGENKQUBELA PHAMBILI YENKQUBO YOKUNCIPHISA IZIKHUKULA KWIMIMANDLA EMITHATHU EPAARL</b>   |

**RECOMMENDED that**

The report on the progress of the Hybrid Flood Alleviation Programme (Annexure A to the departmental report), be noted.

|                         |                |                                                          |                  |
|-------------------------|----------------|----------------------------------------------------------|------------------|
| Meeting: MC –22/10/2025 |                | Submitted by Department: Corporate and Planning Services |                  |
| Ref No: 17/22/11        |                | Author/s: M Marthinussen                                 |                  |
| Coll No: 2315473        |                | Referred from: Planning and Dev-16/10/2025               |                  |
| <u>PAR:</u>             | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>                           | <u>DUE DATE:</u> |
|                         |                |                                                          |                  |

|            |                                                                                                                                                                           |
|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>8.4</b> | <b>REPORT ON THE 6TH PARTNERSHIP CONFERENCE BETWEEN MUNICIPALITIES FROM GERMANY AND SUB-SAHARAN AFRICA IN GIESSEN, GERMANY FROM 8 TO 14 SEPTEMBER 2025</b>                |
|            | <b>VERSLAG OOR DIE 6DE KONFERENSIE TUSSEN MUNISIPALITEITE IN DUITSLAND EN SUB-SAHARA AFRIKA TE GIESSEN, DUITSLAND VANAF 8 TOT 14 SEPTEMBER 2025</b>                       |
|            | <b>INGXELO YENKOMFA YE-6 YENTSEBENZISWANO PHAKATHI KOOMASIPALA BASEJAMANI NASEMAZANTSI ESAHARA E-AFRIKA EGIessen, EJAMANI UKUSUKA NGE-8 UKUYA KWI-14 KASEPTEMBER 2025</b> |

**RECOMMENDED that**

1. The report on the 6<sup>th</sup> Partnership Conference between municipalities from Germany and Sub-Sahara Africa in Giessen, Germany for the period 8 to 14 September 2025 (Annexure A to the departmental report), be noted;
2. It be noted that one of the important outcomes of the conference was that Engagement Global provides specific funding mechanisms for Fair Trade projects that promote social and economic development; and

**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025**

3. It be noted that the Economic Development and Tourism Division will receive a grant of approximately R942,000 from Engagement Global to undertake a feasibility study for the potential development of an agro-education and economic center in Gouda.

|                         |         |                                                          |           |
|-------------------------|---------|----------------------------------------------------------|-----------|
| Meeting: MC –22/10/2025 |         | Submitted by Department: Corporate and Planning Services |           |
| Ref No: 10/4            |         | Author/s: M Marthinussen                                 |           |
| Coll No: 2315365        |         | Referred from: Planning and Dev-16/10/2025               |           |
| PAR:                    | ACTION: | RESPONSIBLE DEPARTMENT:                                  | DUE DATE: |
|                         |         |                                                          |           |

**9. WASTE, ROADS AND STORMWATER MANAGEMENT**

|            |                                             |
|------------|---------------------------------------------|
| <b>9.1</b> | <b>MAINTENANCE OF PROVINCIAL ROADS</b>      |
|            | <b>INSTANDHOUDING VAN PROVINSIALE PAAIE</b> |
|            | <b>ULONDOLOZO LWEENDLELA ZEPHONDO</b>       |

**RECOMMENDED that**

The following budget of R16.16 million be approved for submission to the Department of Infrastructure, Western Cape Government, for including in their budget for 2026/27. The budget is made up of the following projects:

1. R3.05 million (excluding VAT) in capital works for MR00201, Church Street, between Berg and Bain Streets, Wellington;
2. R1.35 million (excluding VAT) in maintenance works for MR00201, Church Street, between Bain and Barlinka Streets, Wellington;
3. R8.16 million (excluding VAT) in capital works for MR00219, Main Road, between Cillie and Pentz Street, Wellington;
4. R3.6 million (excluding VAT) in capital works for MR00025, Main Road, between Retief Street and the bus stop close to the R45 intersection, Paarl; and



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025**

5. If approved, the Department of Infrastructure will fund 80% of the cost, amounting to R12.93 million, while Drakenstein Municipality will contribute 20% (R3.23 million) from its own funding under the 2026/27 budget.

|                         |         |                                               |           |
|-------------------------|---------|-----------------------------------------------|-----------|
| Meeting: MC –22/10/2025 |         | Submitted by Department: Engineering Services |           |
| Ref No: 16/3/6/4        |         | Author/s: E Schreuder                         |           |
| Coll No: 2305597        |         | Referred from: Eng Serv-16/10/2025            |           |
| PAR:                    | ACTION: | RESPONSIBLE DEPARTMENT:                       | DUE DATE: |
|                         |         |                                               |           |

|            |                                                         |
|------------|---------------------------------------------------------|
| <b>9.2</b> | <b>REVISION OF DEVELOPMENT CHARGES POLICY</b>           |
|            | <b>WYSIGING VAN ONTWIKKELINGSBYDRAE BELEID</b>          |
|            | <b>UKUHLAZIYWA KOMGAQO-NKQUBO WENTLAWULO YOPHUHLISO</b> |

**RECOMMENDED that**

1. The draft Development Charges Policy 2025, be approved;
2. The Draft Development Charges Policy 2025 be advertised and made available at municipal offices for public comment; and
3. The Draft Development Charges Policy 2025 be finalised after consideration of comments received and submitted to Council for final approval.

|                         |         |                                               |           |
|-------------------------|---------|-----------------------------------------------|-----------|
| Meeting: MC -22/10/2025 |         | Submitted by Department: Engineering Services |           |
| Ref No: 1/P             |         | Author/s: L Smith                             |           |
| Coll No: 2279015        |         | Referred from: Eng Serv-16/10/2025            |           |
| PAR:                    | ACTION: | RESPONSIBLE DEPARTMENT:                       | DUE DATE: |
|                         |         |                                               |           |



## DRAKENSTEIN MUNICIPALITY

**MINUTES: MAYORAL COMMITTEE**  
**22 OCTOBER 2025**

**10. FINANCE AND PORTFOLIO COORDINATION**

|             |                                                                         |
|-------------|-------------------------------------------------------------------------|
| <b>10.1</b> | <b>INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 30 SEPTEMBER 2025</b>     |
|             | <b>DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 30 SEPTEMBER 2025</b> |
|             | <b>INGXELO YAMANANI YEZINDLU ZAMAPHLWEMPU NGOBUNJALO NGOMHLA</b>        |
|             | <b>30 EYOMSINTSI 2025</b>                                               |

**RESOLVED that**

The content of the report be noted.

|                          |         |                                              |           |
|--------------------------|---------|----------------------------------------------|-----------|
| Meeting: MC – 22/10/2025 |         | Submitted by Department: Financial Services  |           |
| Ref No: 9/1/1/4          |         | Author/s: D Heyns                            |           |
| Coll No: 2314822         |         | Referred from: Finance Serv Portf-21/10/2025 |           |
| PAR:                     | ACTION: | RESPONSIBLE DEPARTMENT:                      | DUE DATE: |
|                          |         |                                              |           |

|             |                                                                       |
|-------------|-----------------------------------------------------------------------|
| <b>10.2</b> | <b>COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 30 SEPTEMBER 2025</b>   |
|             | <b>RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 30 SEPTEMBER 2025</b> |
|             | <b>INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 30 EYOMSINTSI 2025</b> |

**RECOMMENDED that**

The content of the report be noted.

|                          |                |                                              |                  |
|--------------------------|----------------|----------------------------------------------|------------------|
| Meeting: MC – 22/10/2025 |                | Submitted by Department: Financial Services  |                  |
| Ref No: 9/1/1/4          |                | Author/s: D Heyns                            |                  |
| Coll No: 2314402         |                | Referred from: Finance Serv Portf-21/10/2025 |                  |
| <u>PAR:</u>              | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>               | <u>DUE DATE:</u> |
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**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025**

|             |                                                                                |
|-------------|--------------------------------------------------------------------------------|
| <b>10.3</b> | <b>MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 30 SEPTEMBER 2025</b>     |
|             | <b>MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 30 SEPTEMBER 2025</b> |
|             | <b>ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 30 EYOMSINTSI 2025</b>   |

**RESOLVED that**

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

|                          |                |                                              |                  |
|--------------------------|----------------|----------------------------------------------|------------------|
| Meeting: MC – 22/10/2025 |                | Submitted by Department: Financial Services  |                  |
| Ref No: 9/1/1/4          |                | Author/s: D Heyns                            |                  |
| Coll No: 2314863         |                | Referred from: Finance Serv Portf-21/10/2025 |                  |
| <u>PAR:</u>              | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>               | <u>DUE DATE:</u> |

|             |                                                                                                                                                  |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>10.4</b> | <b>MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY AND 52 QUARTERLY MONITORING REPORT FOR SEPTEMBER 2025</b>                                |
|             | <b>MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE EN 52 KWARTAALLIKSE BEGROTINGSMONITERINGSVERSLAG VIR SEPTEMBER 2025</b>       |
|             | <b>UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUBEKA ESWENI UHLAHLO LWABIWO-MALI LWEKOTA KUNYE NE-52 YEKOTA EYOMSINTSI 2025</b> |

**RECOMMENDED that**

1. The content of the Section 71 Monthly Budget Monitoring Report for September 2025 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; and
3. It be noted that the Section 71 Monthly and 52 Quarterly Budget Monitoring Report for September 2025 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 14 October 2025, being the 10th working day after the end of September 2025.

|                          |                |                                              |                  |
|--------------------------|----------------|----------------------------------------------|------------------|
| Meeting: MC – 22/10/2025 |                | Submitted by Department: Financial Services  |                  |
| Ref No: 9/1/1/4          |                | Author/s: A Viola                            |                  |
| Coll No: 2316194         |                | Referred from: Finance Serv Portf-21/10/2025 |                  |
| <u>PAR:</u>              | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>               | <u>DUE DATE:</u> |



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025

|             |                                                                       |
|-------------|-----------------------------------------------------------------------|
| <b>10.5</b> | <b>WRITING-OFF OF IRRECOVERABLE DEBT REPORT – SEPTEMBER 2025</b>      |
|             | <b>AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – SEPTEMBER 2025</b>     |
|             | <b>INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYOMSINTSI 2025</b> |

**RECOMMENDED that**

1. An amount of R868,619.21 written-off against the bad debt provision in terms of Council's Writing-off of Irrecoverable Debt Policy for the month of September 2025, be noted; and
2. The accumulated amount of R19,357,900.41 that has been written-off for the first three months of the 2025/2026 financial year be noted.

|                          |                |                                              |                  |
|--------------------------|----------------|----------------------------------------------|------------------|
| Meeting: MC – 22/10/2025 |                | Submitted by Department: Financial Services  |                  |
| Ref No: 5/15/1           |                | Author/s: D Heyns                            |                  |
| Coll No: 2314846         |                | Referred from: Finance Serv Portf-21/10/2025 |                  |
| <u>PAR:</u>              | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>               | <u>DUE DATE:</u> |
|                          |                |                                              |                  |

|             |                                                                                                                                      |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>10.6</b> | <b>QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY: 1 JULY 2025 – 30 SEPTEMBER 2025</b>                 |
|             | <b>KWARTAALLIKSE VERSLAG RAKENDE DIE IMPLEMENTERING VAN DIE VOORSIENINGSKANAALBESTUURSBELEID: 1 JULIE 2025 – 30 SEPTEMBER 2025</b>   |
|             | <b>INGXELO NGOKUMILISELWA KWENKQUBO YE SUPPLY CHAIN MANAGEMENT YOMASIPALA WASE DRAKENSTEIN: 1 EYEKHALA 2025 – 30 EYOMSINTSI 2025</b> |

**RESOLVED that**

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

|                          |                    |                                              |                  |
|--------------------------|--------------------|----------------------------------------------|------------------|
| Meeting: MC – 22/09/2025 |                    | Submitted by Department: Financial Services  |                  |
| Ref No: 9/1/1/5          |                    | Author/s: C Hess                             |                  |
| Coll No: 2313693         |                    | Referred from: Finance Serv Portf-21/10/2025 |                  |
| <u>PAR:</u>              | <u>ACTION:</u>     | <u>RESPONSIBLE DEPARTMENT:</u>               | <u>DUE DATE:</u> |
| 1-2                      | Implement decision | Chief Financial Officer                      |                  |

**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025**

|             |                                                       |
|-------------|-------------------------------------------------------|
| <b>10.7</b> | <b>REPORT ON TENDER AWARDS: SEPTEMBER 2025</b>        |
|             | <b>VERSLAG OOR TENDERTOEkENNINGS: SEPTEMBER 2025</b>  |
|             | <b>INGXELO NGONIKEZELO LWETHENDA: EYOMSINTSI 2025</b> |

**RECOMMENDED that**

1. The awards above R300,000 that were adjudicated by the Bid Adjudication Committee for the month of September 2025 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: MC – 22/10/2025 | Submitted by Department: Financial Services  |
| Ref No: 9/1/1/5          | Author/s: C Hess                             |
| Coll No: 2313655         | Referred from: Finance Serv Portf-21/10/2025 |
| <u>PAR:</u>              | <u>ACTION:</u>                               |
|                          | <u>RESPONSIBLE DEPARTMENT:</u>               |
|                          | <u>DUE DATE:</u>                             |

|             |                                                                                                                |
|-------------|----------------------------------------------------------------------------------------------------------------|
| <b>10.8</b> | <b>REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: SEPTEMBER 2025</b>                                         |
|             | <b>VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: SEPTEMBER 2025</b>                                           |
|             | <b>INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA<br/>KWINKQUBO ZOKUFUMANA: EYOMSINTSI 2025</b> |

**RECOMMENDED that**

1. In terms of paragraph 35(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R2,075,289 (incl. VAT) for September 2025 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 R5,813,891 (incl. VAT) for the financial year in the notes to the 2025/2026 annual financial statements as required by legislation.

|                          |                                              |
|--------------------------|----------------------------------------------|
| Meeting: MC – 22/10/2025 | Submitted by Department: Financial Services  |
| Ref No: 9/1/1/5          | Author/s: C Hess                             |
| Coll No: 2313681         | Referred from: Finance Serv Portf-21/10/2025 |
| <u>PAR:</u>              | <u>ACTION:</u>                               |
|                          | <u>RESPONSIBLE DEPARTMENT:</u>               |
|                          | <u>DUE DATE:</u>                             |



**DRAKENSTEIN MUNICIPALITY**

26

**MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025**

**11. CONFIDENTIAL ITEMS**

**FINANCE AND PORTFOLIO COORDINATION**

|             |                                                                                                      |
|-------------|------------------------------------------------------------------------------------------------------|
| <b>11.1</b> | <b>WRITING -OFF IRRECOVERABLE DEBT (5.10 OF WRITING-OFF POLICY) – JUDGEMENT ACCOUNTS</b>             |
|             | <b>AFSKRYF VAN ONVERHAALBARE SKULD (5.10 VAN AFSKRYWINGBELEID) – REGSBEVEL REKENING</b>              |
|             | <b>UKUBHALWA KWETYALA ELINGENAKUPHIKISWA (5.10 LOMGAQO-NKQUBO WOKUBHALA) - IIAKHAWUNTI ZESIGWEBO</b> |

See confidential minutes.

|                                                                  |         |                                                                                                                  |           |
|------------------------------------------------------------------|---------|------------------------------------------------------------------------------------------------------------------|-----------|
| Meeting: MC – 22/10/2025<br>Ref No: 5/15/1<br>Collab No: 2312292 |         | Submitted by Department: Financial Services<br>Author/s: D Heyns<br>Referred from: Finance Serv Portf-21/10/2025 |           |
| PAR:                                                             | ACTION: | RESPONSIBLE DEPARTMENT:                                                                                          | DUE DATE: |

|             |                                                                                   |
|-------------|-----------------------------------------------------------------------------------|
| <b>11.2</b> | <b>DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 30 SEPTEMBER 2025</b>             |
|             | <b>DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 30 SEPTEMBER 2025</b>          |
|             | <b>INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 30 EYOMSINTSI 2025</b> |

See confidential minutes.

|                          |                |                                              |                  |
|--------------------------|----------------|----------------------------------------------|------------------|
| Meeting: MC – 22/10/2025 |                | Submitted by Department: Financial Services  |                  |
| Ref No: 9/1/1/4          |                | Author/s: D Heyns                            |                  |
| Coll No: 2314852         |                | Referred from: Finance Serv Portf-21/10/2025 |                  |
| <u>PAR:</u>              | <u>ACTION:</u> | <u>RESPONSIBLE DEPARTMENT:</u>               | <u>DUE DATE:</u> |



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
22 OCTOBER 2025

|             |                                                                                                      |
|-------------|------------------------------------------------------------------------------------------------------|
| <b>11.3</b> | <b>DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 30 SEPTEMBER 2025</b>                 |
|             | <b>DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 30 SEPTEMBER 2025</b>                     |
|             | <b>INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 30 EYOMSINTSI 2025</b> |

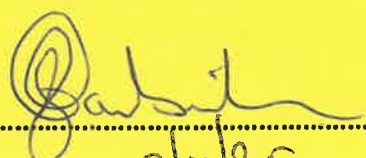
See confidential minutes.

|                          |         |                                              |           |
|--------------------------|---------|----------------------------------------------|-----------|
| Meeting: MC – 22/10/2025 |         | Submitted by Department: Financial Services  |           |
| Ref No: 9/1/1/4          |         | Author/s: D Heyns                            |           |
| Coll No: 2314905         |         | Referred from: Finance Serv Portf-21/10/2025 |           |
| PAR:                     | ACTION: | RESPONSIBLE DEPARTMENT:                      | DUE DATE: |
|                          |         |                                              |           |

|            |                              |
|------------|------------------------------|
| <b>12.</b> | <b>URGENT MATTERS</b>        |
|            | <b>DRINGENDE SAKE</b>        |
|            | <b>IMIBA ENGXAMISEKILEYO</b> |

None.

The meeting ended at 10:51.

**CHAIRPERSON:**  .....

**DATE:** 19/11/25. ....

Confirmed with/without amendments.

*fg/rs*


**DRAKENSTEIN**

MUNISIPALITEIT • MUNICIPALITY • UMASIPALA

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🌐 www.drakenstein.gov.za

✉ customercare@drakenstein.gov.za

📍 Civic Centre, Berg River Boulevard, Paarl 7646

### Mayoral Committee Attendance Register

**Date: 22 October 2025**
**Time: 10:00**
**Venue: Council Chambers**

| SURNAME                                                                                 | INITIALS | TITLE | SIGNATURE  |
|-----------------------------------------------------------------------------------------|----------|-------|------------|
| KORABIE<br>Executive Mayor                                                              | SE       | CLLR  | Apology    |
| COMBRINK<br>Deputy Executive Mayor<br>(Finance and Portfolio Coordination)              | GC       | ALD   | Combrink   |
| AMERICA<br>(Corporate Services)                                                         | D        | CLLR  | America    |
| KOEGELEBERG<br>(Waste, Roads and Stormwater<br>Management)                              | RA       | ALD   | Koegelberg |
| MILLER<br>(Governance, Planning, Economic<br>Development and Implementation<br>Support) | J        | CLLR  | Miller     |
| SOLOMONS<br>(Cemeteries and Municipal Buildings)                                        | EA       | CLLR  | Solomons   |
| BARON<br>(Urbanisation and Human<br>Settlements)                                        | E        | CLLR  | Baron      |
| APPOLLIS<br>(Public Safety and Social<br>Development)                                   | AMB      | CLLR  | Apology    |
| ARENDSE<br>(Electricity, Water and Wastewater)                                          | LC       | CLLR  | Apology    |
| CYSTER<br>(Parks, Resorts and Open Spaces)                                              | L        | CLLR  | Apology    |
| VAN NIEKERK<br>(Tourism, Sport and Recreation)                                          | LT       | CLLR  | Niekerk    |
| ANDREAS<br>(Communication and Inter-<br>Governmental Relations (IGR))                   | MA       | CLLR  | Apology    |
| LE ROUX<br>Speaker                                                                      | JF       | ALD   | Le Roux    |
| KEARNS<br>Chief Whip                                                                    | C        | ALD   | Kearns     |

OFFICE OF THE/ KANTOOR VAN DIE

CHIEF WHIP/HOOFSWEEP

CLLR/REK. CHRISTOPHINE KEARNS

DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

 Kearns  
22/10/2025

A city of excellence



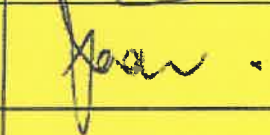
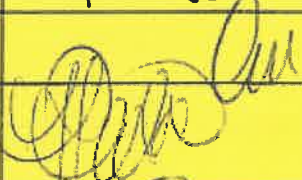
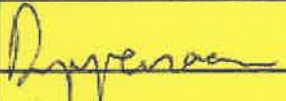
Mayoral Committee Attendance Register

Date: 22 October 2025

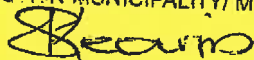
Time: 10:00

Venue: Council Chambers

OFFICIALS

| SURNAME                                                                             | INITIALS                                                                            | TITLE | SIGNATURE                                                                            |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------|--------------------------------------------------------------------------------------|
| LEIBBRANDT<br>City Manager                                                          | JH                                                                                  | DR    |    |
| BROWN<br>Chief Financial Officer                                                    | B                                                                                   | MR    |    |
| JOHAAR<br>Executive Director: Corporate and Planning Services                       | S                                                                                   | MR    |    |
| PIENAAR<br>Executive Director: Engineering Services                                 | L                                                                                   | MR    | Apology                                                                              |
| BARNARD<br>Executive Director: Public Safety                                        | E                                                                                   | MS    |   |
| RHODA<br>Acting Executive Director: Community Services                              | F                                                                                   | MR    |  |
|  |  |       |  |
| October                                                                             | NE                                                                                  | MRS   |  |
| DELANEY                                                                             | D                                                                                   | MR    |  |
| H. LIEDEMANN                                                                        | HR                                                                                  | MR    |  |
|                                                                                     |                                                                                     |       |                                                                                      |
|                                                                                     |                                                                                     |       |                                                                                      |
|                                                                                     |                                                                                     |       |                                                                                      |

OFFICE OF THE/ KANTOOR VAN DIE  
CITY CLERK/ HOOF SWEEP  
JULIA RUI CHRISTEPHINE KEARNS  
WENSTEIN MUNICIPALITY/ MUNISIPALITEIT



22/10/2025

