

# **DRAKENSTEIN MUNICIPALITY**

## **MINUTES: MAYORAL COMMITTEE**

**ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON THURSDAY, 24 JULY 2025 AT 12:30 (RESCHEDULED FROM MONDAY, 21 JULY 2025 AT 11:00).**



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**PRESENT:** The Executive Mayor, Cllr SE Korabie (Chairperson)  
The Deputy Executive Mayor, Ald GC Combrink

**Councillors:** D America  
MA Andreas  
AMB Appollis  
LC Arendse  
E Baron  
L Cyster  
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 L Pienaar (Executive Director: Engineering Services)  
Me E Barnard (Executive Director: Public Safety)  
Mr D Delaney (Acting Executive Director: Community Services)  
Ms R Jaftha (Chief Audit Executive)  
Mr G Dippenaar (Chief Risk Officer)  
Ms R Geldenhuys (Manager: Communication and Marketing)  
Ms C September (Manager IDP)  
Mr FP Goosen (Manager: Administrative Support Services)

**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
24 JULY 2025**

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

Mr S Johaar (Executive Director: Corporate and Planning 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 18 June 2025; and
- (ii) Confidential meeting held on 18 June 2025.



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
24 JULY 2025**6. FINANCE AND PORTFOLIO COORDINATION**

<b>6.1</b>	<b>INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 30 JUNE 2025</b>
	<b>DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 30 JUNIE 2025</b>
	<b>INGXELO YAMANANI YEZINDLU ZAMAHLEWEMPU NGOBUNJALO NGOMHLA 30 EYESILIMELA 2025</b>

**RESOLVED that**

The content of the report be noted.

Meeting: MC – 24/07/2025		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: N Keketsi	
Coil No: 2286974		Referred from: Finance Serv Portf-18/07/2025	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

<b>6.2</b>	<b>COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 30 JUNE 2025</b>
	<b>RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 30 JUNIE 2025</b>
	<b>INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 30 EYESILIMELA 2025</b>

**RECOMMENDED that**

The content of the report be noted.

Meeting: MC – 24/07/2025		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: N Keketsi	
Coll No: 2286566		Referred from: Finance Serv Portf-18/07/2025	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE  
24 JULY 2025**

<b>6.3</b>	<b>MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 30 JUNE 2025</b>
	<b>MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 30 JUNIE 2025</b>
	<b>ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 30 EYESILIMELA 2025</b>

**RESOLVED that**

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

Meeting: MC – 24/07/2025		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: D Heyns	
Coll No: 2285896		Referred from: Finance Serv Portf-18/06/2025	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

<b>6.4</b>	<b>2025/2026 FINANCIAL YEAR: APPROVAL OF ELECTRICITY TARIFFS BY THE NATIONAL ENERGY REGULATOR OF SOUTH AFRICA (NERSA)</b>
	<b>2025/2026 FINANSIËLE JAAR: GOEDKEURING VAN ELEKTRISITEITSTARIEWE DEUR DIE NASIONALE ENERGIE REGULEERDER VAN SUID-AFRIKA (NERSA)</b>
	<b>UNYAKA-MALI KA-2025/2026: UKUVUNYWA KWAMAXABISO OMBANE NGUMLAWULI WESIZWE WEZAMANDLA EMZANTSI AFRIKA (I-NERSA)</b>

**RECOMMENDED that**

1. The approval letter received from NERSA (Annexure A to the departmental report) be noted;
2. The structural changes in Eskom's tariff and TOU (time-of-use) periods and the consequential influence on Drakenstein's electricity tariff structure, including the impact on customers such as Stellenbosch Municipality be noted;
3. The general tariff increase of 10.32% and the fixed charge increase of 4.9% approved by NERSA as applied for be noted; and
4. The updated electricity tariff list (Annexure B to the departmental report), in line with NERSA approval and Eskom's restructuring, be implemented for the 2025/2026 financial year.

Meeting: MC – 24/07/2025		Submitted by Department: Financial Services	
Ref No: 5/6/3		Author/s: H Smith	
Coll No: 2286936		Referred from: Finance Serv Portf-18/07/2025	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
24 JULY 2025****6.5 REPORT ON TENDER AWARDS: JUNE 2025****VERSLAG OOR TENDERTOEEKENNINGS: JUNIE 2025****INGXELO NGONIKEZELO LWETHENDA: EYESILIMELA 2025****RECOMMENDED that**

1. The awards above R300,000 that were adjudicated by the Bid Adjudication Committee for the month of June 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 – 24/07/2025	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2286438	Referred from: Finance Serv Portf-18/07/2025
<u>PAR:</u>	<u>ACTION:</u>

**6.6 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: JUNE 2025****VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: JUNIE 2025****INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA  
KWINKQUBO ZOKUFUMANA: EYESILIMELA 2025****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 R18,027,177 (incl. VAT) for June 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 R62,553,698 (incl. VAT) for the financial year in the notes to the 2024/2025 annual financial statements as required by legislation.

Meeting: MC – 24/07/2025	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2288020	Referred from: Finance Serv Portf-18/07/2025
<u>PAR:</u>	<u>ACTION:</u>



**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE**

**24 JULY 2025**

<b>6.7</b>	<b>QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY: 1 APRIL 2025 – 30 JUNE 2025</b>
	<b>KWARTAAL VERSLAG RAKENDE DIE IMPLEMENTERING VAN DIE VOORSIENINGSKANAALBESTUURSBELEID: 1 APRIL 2025 – 30 JUNIE 2025</b>
	<b>INGXELO NGOKUMILISELWA KWENKQUBO YE SUPPLY CHAIN MANAGEMENT YOMASIPALA WASE DRAKENSTEIN: 1 UTSHAZIMPUNZI 2025 – 30 EYESILIMELA 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.

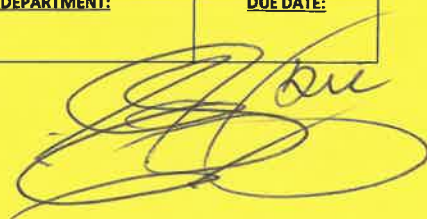
Meeting: MC – 24/07/2025	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2286623	Referred from: Finance Serv Portf-18/07/2025
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>6.8</b>	<b>ANNUAL REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY AND THE PREFERENTIAL PROCUREMENT POLICY: 1 JULY 2024 – 30 JUNE 2025</b>
	<b>JAARLIKSE VERSLAG VAN DIE IMPLEMENTERING VAN VOORSIENINGSKANAALBELEID EN DIE VORKEURVERKRYGINGSBELEID: 1 JULIE 2024 - 30 JUNIE 2025</b>
	<b>INGXELO YONYAKA YOKUPHUNYEZWA KOMGAQO-NKQUBO WOLAWULO LWETHUBA NOMGAQO-NKQUBO OKHETHEKILEYO WOKUTHENGA IZINTO: 1 JULAYI 2024 – 30 EYESILIMELA 2025</b>

**RECOMMENDED that**

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

Meeting: MC – 24/07/2025	Submitted by Department: Financial Services
Ref No: 9/1/2	Author/s: H Vergotine
Coll No: 2288682	Referred from: Finance Serv Portf-18/07/2025
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
24 JULY 2025**

<b>6.9</b>	<b>MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY AND 52 QUARTERLY BUDGET MONITORING REPORT FOR JUNE 2025</b>
	<b>MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE EN 52 KWARTAALLIKSE BEGROTINGSMONITERINGSVERSLAG VIR JUNIE 2025</b>
	<b>UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUBEKA ESWENI UHLAHO LWABIWO-MALI LWEKOTA KUNYE NE-52 YEKOTA EYESILIMELA 2025</b>

**RECOMMENDED that**

1. The content of the Section 71 Monthly Budget Monitoring Report for June 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;
3. It be noted that the Section 71 Monthly and 52 Quarterly Budget Monitoring Report for June 2025 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 14 July 2025, being the 10<sup>th</sup> working day after the end of June 2025; and
4. Any savings on the line item votes of the different category classes of operating expenditure may be used through the virement process to transfer budgeted savings to other category classes of operating expenditure budgeted funds to avoid over-expenditure and unauthorised expenditure disclosures per category class of expenditure, municipal vote and/or GFS function classification.

Meeting: MC – 24/07/2025		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Viola	
Coll No: 2288891		Referred from: Finance Serv Portf-18/07/2025	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE  
24 JULY 2025**

<b>6.10 WRITING-OFF OF IRRECOVERABLE DEBT REPORT – JUNE 2025</b>
<b>AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – JUNIE 2025</b>
<b>INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYESILIMELA 2025</b>

**RECOMMENDED that**

1. An amount of R6,598,110.06 written-off against the bad debt provision in terms of Council's Writing-off of Irrecoverable Debt Policy for the month of June 2025, be noted; and
2. The accumulated amount of R35,003,754.94 that has been written-off for the 2024/2025 financial year be noted.

Meeting: MC – 24/07/2025		Submitted by Department: Financial Services	
Ref No: 5/15/1		Author/s: D Heyns	
Coll No: 2285880		Referred from: Finance Serv Portf-18/07/2025	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

**7. CORPORATE SERVICES**

<b>7.1 PROPOSED ALIENATION OF A PORTION OF ERF 593 PAARL TO MEDICLINIC PAARL FOR PARKING AND EXPANSION PURPOSES OF THE EXISTING ADJACENT MEDICAL FACILITY (WARD 19)</b>
<b>VOORGESTELDE VERVREEMDING VAN 'N GEDEELTE VAN ERF 593 PAARL AAN MEDICLINIC PAARL VIR PARKERINGS EN UITBREIDING DOELEINDES VAN DIE BESTAANDE AANGRENSENDE MEDIESE FASILITEIT (WYK 19)</b>
<b>UKUNXULISWA OKUCETYWAYO KWESIQEPHU SEERF 593 PAARL KWI-MEDICLINIC PAARL YOKUPAKA IINJONGO NOKWANDISA IZIKO ZONYANGO EZINGAKUMBI (WARD 19)</b>

**RESOLVED that**

The item be referred back.

Meeting: MC –24/07/2025		Submitted by Department: Corporate and Planning Services	
Ref No: 15/4/1 (593) P		Author/s: N October	
Coll No: 2222878		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
	Re-submit Item	ED: Corporate and Planning Services	



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
24 JULY 2025**8. GOVERNANCE, PLANNING, ECONOMIC DEVELOPMENT AND IMPLEMENTATION SUPPORT**

**8.1 TOP LAYER (TL) SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2025/2026 AND PERFORMANCE AGREEMENTS OF THE CITY MANAGER, CHIEF FINANCIAL OFFICER AND EXECUTIVE DIRECTORS**

**TOP VLAK (TV) DIENSLEWERING EN BEGROTING IMPLEMENTERINGSPLAN (DBIP) 2025/2026 EN DIE PRESTASIE OOREENKOMSTE VAN DIE STADSBESTUURDER, HOOF FINANSIËLE BEAMPTTE EN UITVOERENDE DIREKTEURE**

**PHEZULU (TL) LOKUNIKEZELWA KWEENKONZO NESICWANGCISOSOKUPHUNYEZWA KUNYE NOHLAHLA LWABIWO-MALI (SDBIP) 2025/2026 NEZIVUMELWANO ZOKUSEBENZA SOMANEJALA WESIXEKO, IGOSA LEZIMALI ELIYINTLOKO NABALAWULI ABALAWULAYO**

**RECOMMENDED that**

1. The approved TL SDBIP 2025/2026 (Annexure A to the departmental report) be noted;
2. The signed performance agreements of the City Manager, the CFO and the Executive Directors (Annexures B to F to the departmental report) be noted;
3. It be noted that the approved TL SDBIP and signed performance agreements for 2025/2026 have been made public within 14 days after the approval of the TL SDBIP and submitted to the MEC for Local Government in the Province; and
4. It be noted that the performance indicators and targets as contained in the approved 2025/2026 Integrated Development Plan (IDP) be adjusted in accordance with the performance indicators and targets contained in the approved TL SDBIP to ensure accurate technical alignment between the IDP 2025/2026 and TL SDBIP 2025/2026.

Meeting: MC-24/07/2025		Submitted by Department: Strat Perf Man and M&E	
Ref No: 2/2/8		Author/s: P Barends	
Coll No: 2289615		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE  
24 JULY 2025**

**9. CONFIDENTIAL ITEMS**

**FINANCE AND PORTFOLIO COORDINATION**

<b>9.1</b>	<b>REPORT ON DRAKENSTEIN OUTSTANDING DEBT OF COUNCIL PROPERTY LEASES AS AT 30 JUNE 2025</b>
	<b>VERSLAG OOR DRAKENSTEIN UITSTAANDE HUURSKULD VAN RAADSEIENDOM SOOS OP 30 JUNIE 2025</b>
	<b>INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 30 EYESILIMELA 2025</b>

See confidential minutes.

Meeting: MC – 24/07/2025		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: D Heyns	
Coll No: 2285887		Referred from: Finance Serv Portf-18/07/2025	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

<b>9.2</b>	<b>DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 30 JUNE 2025</b>
	<b>DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 30 JUNIE 2025</b>
	<b>INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 30 EYESILIMELA 2025</b>

See confidential minutes.

Meeting: MC – 24/07/2025		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: N Keketsi	
Coll No: 2286576		Referred from: Finance Serv Portf-18/07/2025	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
24 JULY 2025CORPORATE SERVICES

9.3	IMPLEMENTATION PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS (MMCL) FOR SENIOR MANAGERS: JULY 2025
	MAANDELIKSE IMPLEMENTERINGSVORDERINGSVERSLAG TEN OPSIGTE MUNISIPALE MINIMUM BEVOEGDHEID VLAKKE (MMBV) VIR SENIOR BESTUURDERS: JULIE 2025
	INGXELO YENQUBELA EKUPHUNYEZWENI KWENQANABA LEZAKHONO EZISEZANTSI ZIKAMASIPALA (MMCL) KUBAPHATHI ABAPHRZULU: JULAYI 2025

See confidential minutes.

Meeting: MC – 24/07/2025		Submitted by Department: Corporate and Planning Services	
Ref No: 1/4/9		Author/s: M Sibeko	
Coll No: 2288032		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

11.	URGENT MATTERS
	DRINGENDE SAKE
	IMIBA ENGXAMISEKILEYO

None.

The meeting ended at 13:09.

CHAIRPERSON: 

DATE: 18/8/2025

Confirmed with/without amendments.

fg/rs



# DRAKENSTEIN

MUNISIPALITEIT • MUNICIPALITY • UMASIPALA

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Civic Centre, Berg River Boulevard, Paarl 7646

## Mayoral Committee Attendance Register

Date: 24 July 2025

Time: 12:30

Venue: Council Chambers

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

OFFICE OF THE/ KANTOOR VAN DIE

CHIEF WHIP/HOOF SWEEF

CLLR/ RDL CHRISTEPHINE KEARNS

DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

24/07/2025

City of excellence

# Mayoral Committee Attendance Register

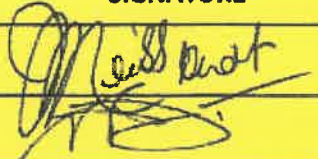








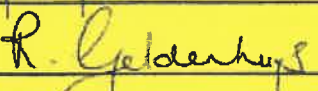
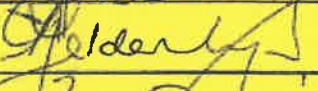


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Date: 24 July 2025

Time: 12:30

Venue: Council Chambers

## OFFICIALS

SURNAME	INITIALS	TITLE	SIGNATURE
LEIBBRANDT City Manager	JH	DR	
BROWN Chief Financial Officer	B	MR	
JOHAAR Executive Director: Corporate and Planning Services	S	MR	
PIENAAR Executive Director: Engineering Services	L	MR	
BARNARD Executive Director: Public Safety	E	MS	
DELANEY Acting Executive Director: Community Services	D	MR	
 F. Khala		Mr.	
 R. Geldenhuys	R	Ms	
 R. JAFTHA	Z	MS	

OFFICE OF THE/ KANTOOR VAN DIE  
CHIEF WHIP/HOOFSWEEP  
CLLR/ RDL CHRISTEPHINE KEARNS  
DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT



24/07/2023