

MINUTES OF THE ORDINARY COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON WEDNESDAY, 18 MAY 2016 AT 08:30

PRESENT

Councillors

TT Godden (Speaker)
BC Klaasen (Executive Mayor)
K Adams (Deputy Executive Mayor)
R Badela
P Daniels
JJ du Plessis
JP Fredericks
WJ Hanekom
S Louw
JS Mouton
SM Ndwanya
J Okada
JT Phungula
L Salmon
EM Sidego
RJ Simpson
A Smit
HJ Smit
D Swart
JJ Visagie

Officials

Mr D Nasson (Municipal Manager)
Mr N Jacobs (Acting Director: Technical Services)
Ms C Mackenzie (Acting Director: Community Services)
Mr HJ Kritzing (Director: Finance)
Mr A Raubenheimer (Deputy Director: Finance)
Mr A Hofmeester (IDP Manager)
Mr CG Wessels (Manager: Administration)
Ms M Arendse (Principal Administrative Officer)
Ms P Nombayeka (Interpreter)

Other representatives

Mr Neil Bettsworth (Ceres Business Initiative)

1. OPENING AND WELCOME

The meeting decided unanimously that the Executive Mayor be appointed as the interim Speaker whilst awaiting the arrival of Councillor T Godden.

The Executive Mayor accepted and welcomed everyone present after which the meeting was adjourned until 09:00.

Councillor T Godden resumed position as Speaker at 09:00 and requested Councillor S Ndwanya to open the meeting with prayer.

NOTED

**2. CONSIDERATION OF APPLICATION FOR LEAVE OF ABSENCE, IF ANY
(3/1/2/1)**

Applications for leave of absence from the meeting were received from Councillors MC du Toit and M Saula.

No apology was received from Councillor J Klazen and the Speaker will do a follow-up and report back at the special council meeting.

RESOLVED

that the applications for leave of absence from the meeting, received from Councillors MC du Toit and M Saula, be accepted and approved.

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED

**3.1 Gratitude, Congratulations and Commiseration
(11/4/3)**

Council's congratulations were conveyed by the Executive Mayor to the following councillors and spouses on their birthdays:

❖	Mr S Phungula	3 April
❖	Councillor P Daniels	8 April
❖	Ms N Klazen	17 April
❖	Ms N Saula	25 April
❖	Councillor S Ndwanya	27 May

The Executive Mayor requested prayers for those who are ill and hospitalised. Condolences were also conveyed to the families of those who have passed on.

Councillor H Smit mentioned that five municipal employees were injured and treated for burn wounds after an unfortunate electrical explosion. Council wished them a speedy recovery.

NOTED

**3.2 Matters raised by the Speaker
(09/1/1)**

- The Speaker conveyed his disappointment at the occurrences in Parliament as it is a disgrace and embarrassment and not what the late President Mandala would want to see.

- The Speaker thanked Province for the EPW workers' job creation program, but stated that it is a shame that the municipal workers have adopted a lazy attitude towards their work.

NOTED

**3.3 Matters raised by the Executive Mayor
(09/1/1)**

- The Executive Mayor reiterated the statement made by the Speaker with regard to the happenings in parliament and encouraged Council to give hope to the youth to avoid these kind of actions.
- The Executive Mayor congratulated Council on the work done during their five year term and stated that the community had indeed been provided with hope.
- The Executive Mayor expressed concern with regard to service delivery, especially that of the ground workers, and also mentioned that the Executive Mayoral Committee and Senior Management are attending to the matter.
- The Executive Mayor wished those who will be travelling to Port Elizabeth and Belgium well as they would be representing Witzenberg Municipality at the various institutions.
- The Executive Mayor urged all councillors to be mindful of the Code of Conduct for Councillors when engaging politically during the forthcoming elections.

NOTED

4. MINUTES

**4.1 Approval of minutes
(3/1/2/3)**

The minutes of the council meeting, held on 30 March 2016, are attached as **annexure 4.1**.

Councillor R Badela enquired about the feedback of the writing off of debt, as indicated in the minutes. The Municipal Manager indicated that the matter will be dealt with at the special council meeting after it has been workshopped.

Councillor K Adams enquired with regard to rumours that the list of names for the writing off of money has been leaked out. The Municipal Manager denied it categorically.

Council expressed concern that some political parties informed the communities that they are responsible for the writing off of money.

Council decided that the applicable and correct information be distributed to the communities by means of a communique.

RESOLVED

that the minutes of the council meeting, held on 30 March 2016, be approved and signed by the Speaker.

**4.2 Outstanding matters
(3/3/2)**

File reference	Heading, item no. and date	Directorate	Action	Progress	Target date
7/1/4/2	Confirmation of previous sale of erven 1238, 1239 and 1240, Tulbagh 8.4.2 of Council 25-01-2016	Municipal Manager	(a) That matter be held in abeyance until next council meeting. (b) that Municipal Manager compiles a list of all similar cases and submits same at the next council meeting.	Office of Municipal Manager busy compiling list.	May 2016

RESOLVED

that the outstanding matter be noted.

5. MOTIONS AND NOTICE OF SUGGESTIONS

None

NOTED

6. INTERVIEWS WITH DELEGATIONS

None

NOTED

7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

**7.1 Minutes: Committee meetings
(03/3/2)**

The reports/minutes of the following meetings are attached:

- (a) Komitee vir Landelike Ekonomiese Ontwikkeling en Toerisme, gehou op 25 November 2015: **Bylae 7.1(a)**.
- (b) Executive Mayor and Mayoral Committee, held on 2 February 2016: **Annexure 7.1(b)**.
- (c) Komitee vir Gemeenskapsontwikkeling, gehou op 10 Februarie 2016: **Bylae 7.1(c)**.
- (d) Committee for Corporate and Financial Services, held on 10 February 2016: **Annexure 7.1(d)**.
- (e) Executive Mayor and Mayoral Committee, held on 23 February 2016: **Annexure 7.1(e)**.
- (f) Executive Mayor and Mayoral Committee, held on 3 March 2016: **Annexure 7.1(f)**.
- (g) Komitee vir Behuisingsaangeleenthede, gehou op 10 Maart 2016: **Bylae 7.1(g)**.
- (h) Performance, Risk and Audit Committee, held on 14 March 2016: **Annexure 7.1(h)**.
- (i) Committee for Technical Services, held on 16 March 2016: **Annexure 7.1(i)**.
- (j) Committee for Rural Economic Development and Tourism, held on 16 March 2016: **Annexure 7.1(j)**.
- (k) Committee for Community Development, held on 18 March 2016: **Annexure 7.1(k)**.

RESOLVED

that the minutes of the committee meetings be noted and accepted.

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direktooraat Finansies / Directorate Finance

**8.1.1 Monthly report of the Department Finance: February 2016
(9/1/2/2)**

The following items refer:

- (a) Item 7.1.1 of the Executive Mayor and Mayoral Committee meeting, held on 30 March 2016.
- (b) Item 7.1 of the Committee for Corporate and Financial Services meeting, held on 14 April 2016.
- (c) Item 6.4.1 of the Performance, Risk and Audit Committee meeting, held on 29 April 2016.

The monthly report of the Department Finance for February 2016 is attached as **annexure 8.1.1**.

The Executive Mayor and Mayoral Committee resolved on 30 March 2016 that the Executive Mayor and Mayoral Committee take note of the monthly report of the Department Finance for February 2016 and accept same.

The Committee for Corporate and Financial Services resolved on 14 April 2016 that the Committee for Corporate and Financial Services take note of the content of the monthly reports of the Department Finance for January and February 2016 and same be accepted.

The Performance, Risk and Audit Committee resolved on 29 April 2016 that the committee takes note of the content of the monthly report of the Department Finance for February 2016 and same be accepted.

RESOLVED

that notice be taken of the monthly report of the Department Finance for February 2016 and same be accepted.

**8.1.2 Monthly report: Service Delivery and Budget Implementation Plan: February 2016
(5/1/5/8)**

Item 7.1.2 of the Executive Mayor and Mayoral Committee meeting, held on 30 March 2016, refers.

The monthly report of the Service Delivery and Budget Implementation Plan for February 2016 was attached as **annexure 8.1.2**.

The Executive Mayor and Mayoral Committee resolved on 30 March 2016 that the Executive Mayor and Mayoral Committee take note of the Service Delivery and Budget Implementation Plan monthly report for February 2016 and accept same.

RESOLVED

that notice be taken of the monthly report of the Service Delivery and Budget Implementation Plan for February 2016 and same be accepted.

8.1.3 Quarterly Budget Statement Report for period 1 January 2016 to 31 March 2016 (9/1/1 & 9/1/2/2)

The following items refer:

- (a) Item 7.2 of the Committee for Corporate and Financial Services meeting, held on 11 May 2016.
- (b) Item 7.1.3 of the Executive Mayor and Mayoral Committee meeting, held on 13 May 2016.

The Quarterly Budget Statement Report for the period 1 January to 31 March 2016 is attached as **annexure 8.1.3**.

The Committee for Corporate and Financial Services resolved on 11 May 2016 to recommend to the Executive Mayor and Mayoral Committee and Council that the Quarterly Budget Statement Report for the period 1 January to 31 March 2016 be noted and accepted.

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 to recommend to Council that the Quarterly Budget Statement Report for the period 1 January to 31 March 2016 be noted and accepted.

RESOLVED

that the Quarterly Budget Statement Report for the period 1 January to 31 March 2016 be noted and accepted.

8.1.4 Finance: Budget, Reviewed IDP and SDBIP for the financial year 2016/2017 (5/1/1/15, 2/2/1 & 5/1/5/9)

The following documents are attached:

- (a) Memorandum from the Director: Finance, dated 18 May 2016: **Annexure 8.1.4(a)**.
- (b) Draft budget for 2016/2017 – 2018/2019: **Annexure 8.1.4(b)**.
- (c) Reviewed IDP for 2016/2017: **Annexure 8.1.4(c)**.
- (d) Service Delivery and Budget Implementation Plan 2016/2017: **Annexure 8.1.4(d)**.
- (e) Budget related policies 2016/2017: **Annexure 8.1.4(e)**.

The Executive Mayor tabled the Budget, Reviewed IDP and SDBIP for the financial year 2016/2017. The speech of the Executive Mayor is attached as **annexure 8.1.4(f)**.

Councillor BC Klaasen proposed and Councillor D Swart seconded that the tabled Budget 2016/2017 be accepted.

RESOLVED

- (a) *That the annual budget of Witzenberg Municipality for the financial year 2016/2017 and indicative for the two projected years 2017/2018 and 2018/2019, as set out in the schedules contained in Section 4, be approved:*
 - (i) *Table A2: Budgeted Financial Performance (expenditure by standard classification).*
 - (ii) *Table A3: Budgeted Financial Performance (expenditure by municipal vote).*
 - (iii) *Table A4: Budgeted Financial Performance (revenue by source).*
 - (iv) *Table A5: Budgeted Capital Expenditure for both multi-year and single year by vote, standard classification and funding.*
- (b) *Property rates reflected in annexure 1 and any other municipal tax reflected in annexure 1 are imposed for the budget year 2016/2017.*
- (c) *Tariffs and charges reflected in annexure 1 are approved for the budget year 2016/2017.*
- (d) *The measurable performance objectives for revenue from each source reflected in Table A4 - Budgeted Financial Performance (revenue and expenditure) are approved for the budget year 2016/2017.*
- (e) *The measurable performance objectives for each vote reflected in SA8 are approved for the budget year 2016/2017.*
- (f) *That the new amended budget related policies be approved with implementation as from 1 July 2016:*
 - (i) *Tariff Policy*
 - (ii) *Property Rates Policy*
 - (iii) *Credit Control and Debt Collection Policy*
 - (iv) *Cash Management and Investment Policy*
 - (v) *Consumer Payment Incentive Policy*
 - (vi) *Municipal Supply Chain Management Policy*
 - (vii) *Petty Cash Policy*
 - (viii) *Indigent Policy*
 - (ix) *Budget Policy*
 - (x) *Budget Virement Policy*
 - (xi) *Asset Management Policy*
 - (xii) *Funding and Reserves Policy*
 - (xiii) *Cellular Telephone and Data Card Policy*
 - (xiv) *Borrowing Policy*
 - (xv) *Long Term Financial Plan Policy*
- (g) *That the reviewed 2016/2017 Integrated Development Plan be approved.*

8.1.5 Draft IDP and Budget Process Plan for 2017 - 2021 (02/02/1)

In terms of Section 28 of the Municipal Systems Act (Act 32 of 2000), Council must adopt an IDP and Budget Process Plan. The Municipal Finance Management Act (Act 56 of 2003) further stipulates that at least ten months before the start of the budget year, the Executive Mayor should table a time schedule outlining key deadlines in respect of the IDP/Budgetary process.

Section 29 of the Municipal Systems Act (Act 32 of 2000), specifies that such a Process Plan must include:

- Programs that set out timeframes for the different planning steps;
- Appropriate mechanisms, processes and procedures for consultation with:
 - Local communities, both in terms of needs and priorities as well as consultation during development;
 - Organs of state, traditional authorities, and other role-players in the drafting process; and
- Binding plans and planning requirements, i.e. policy and legislation.

National Treasury has provided further guidance by the issuing of MFMA Circular 10. That circular provides specific guidance with regard to six distinct steps in compilation of the IDP and the annual Budget. The table below highlights these steps, with a brief description of each step:

Steps		Process
1	Planning	Schedule dates, establish consultation forums, review previous processes
2	Strategizing	Review IDP, set service delivery objectives for next 3 years, consult on tariffs, indigents, credit control, free basic services etc., and consider local-, provincial- and national issues, the previous year's performance and current economic and demographic trends etc.
3	Preparing	Prepare Budget, revenue and expenditure projections; draft Budget policies; consult and consider local-, provincial- and national priorities
4	Tabling	Table draft Budget, draft IDP and Budget-related policies before council; consult and consider local-, provincial- and national inputs or responses
5	Approving	Council approves the IDP, the Budget and related policies
6	Finalising	Publish the IDP, Budget and approve the SDBIP and performance targets

In capturing the above steps, this IDP & Budget Process Plan seeks to address, *inter alia*, the:

- Identification of areas requiring additional attention in terms of legislative requirements, proper planning processes and sound financial management;
- Inclusion of the most current Census and own statistical data;
- Consideration and review of any other relevant and new information;
- Addressing comments received from the various role-players;
- Factor-in the shortcomings and weaknesses identified through self-assessment;
- Preparation and review of sector plans and its alignment with the IDP;
- Preparation and review of the Performance Management System (PMS);
- Updating of the 5-year Financial Plan; and
- Finalisation of the annual Budget and IDP in terms of the relevant legislation.

Pursuant to the above statutory requirements, a Draft Process Plan for the 2017 - 2021 IDP and Budget cycle is attached as **annexure 8.1.5**.

RESOLVED

that Council takes notice of the Draft IDP and Budget Process Plan for 2017 to 2021.

**8.1.6 Finance: Adjustment budget: 2015/2016
(5/1/1/14)**

Item 7.1.4 of the Executive Mayor and Mayoral Committee meeting, held on 13 May 2016, refers.

A memorandum from the Director: Finance, dated 11 May 2016, is attached as **annexure 8.1.6**.

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 to recommend to Council that the Adjustment Budget for the financial year 2015/2016 be approved.

RESOLVED

that the Adjustment Budget for the financial year 2015/2016 be approved.

8.2 Direktooraat Tegniëse Dienste / Directorate Technical Services

**8.2.1 Essential services: Policy: Naming and renaming of streets, residential areas etc.
(16/4/P)**

The following items refer:

- (a) Item 8.2.2 of the council meeting, held on 29 May 2013.
- (b) Item 8.2.4 of the council meeting, held on 30 March 2016.

Council recommended at a workshop that the policy for the renaming of streets, residential areas, public places, natural areas and council-owned buildings, facilities and artefacts be amended as follows:

That Clause 2.2.4 be amended as follows:

- (a) That criteria (a) and (b) be removed.
- (b) That criteria (c), (d), (e) and (f) remain.
- (c) That in future streets be named to fauna and flora.

The revised policy for the renaming of streets, residential areas, public places, natural areas and council-owned buildings, facilities and artefacts is attached as **annexure 8.2.1**.

Councillors H Smit/J Visagie proposed that the recommendation be accepted.

Councillors R Simpson/J Klazen proposed that names of persons also be included as criteria with the exception of current councillors and officials.

The Speaker brought the matter to a vote and the motion was carried by 9 to 7 in favour of Councillor Simpson's motion that names of people be included.

Council resolved on 29 May 2013:

- (a) That names of people who were in good standing with the community also be included as a criteria in the policy, with the exception of names of current councillors and officials.
- (b) That the revised policy for the renaming of streets, residential areas, public places, natural areas and council-owned buildings, facilities and artefacts is adopted.

Council resolved on 30 March 2016:

- (a) that the policy for the renaming of streets, residential areas etc. be workshopped by Council.
- (b) that the policy for the renaming of streets, residential areas etc. be reconsidered after being workshopped by Council.

RESOLVED

that the revised policy for the naming and renaming of streets, residential areas etc. be accepted and approved.

8.2.2 Interim adoption of the Section 8 Zoning Scheme and amendment of the "Agriculture" and "Agricultural Industry" definitions (15/4/P)

The following items refer:

- (a) Item 7.1 of the Committee for Technical Services meeting, held on 13 April 2016.
- (b) Item 7.2.1 of the Executive Mayor and Mayoral Committee meeting, held on 13 May 2016.

A memorandum from the Manager: Town Planning and Building Control, dated 31 March 2016, is attached as **annexure 8.2.2**.

The Committee for Technical Services resolved on 13 April 2016 to recommend to the Executive Mayor and Mayoral Committee and Council:

- (a) that in terms of section 12 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that the Scheme Regulations in terms of Section 8 of the Land Use Planning Ordinance, 1985 promulgated under P.N. 1048/1988 be adopted as a By-Law,

- (b) that simultaneous with the adoption of the By-Law that the definition of Agricultural industry under P.N. 1048/1988 be substituted with the following:

Agricultural Industry means an enterprise or structure on a farm, of which the building footprint exceeds 2000 m², constructed for the purpose of packing, packaging, cold storage, preparing or transforming agricultural produce, or goods for non-food use, for final or intermediate consumption.

- (c) that in terms of section 12(3)(b) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) the proposal under A. and B. will be published for public comment,
- (d) that any representations received be submitted to Council for consideration prior to publication of the By-Law.

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 to recommend to Council:

- (a) that in terms of section 12 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that the Scheme Regulations in terms of Section 8 of the Land Use Planning Ordinance, 1985 promulgated under P.N. 1048/1988 be adopted as a By-Law,

- (b) that simultaneous with the adoption of the By-Law that the definition of Agricultural industry under P.N. 1048/1988 be substituted with the following:

Agricultural Industry means an enterprise or structure on a farm, of which the building footprint exceeds 2000m², constructed for the purpose of packing, packaging, cold storage, preparing or transforming agricultural produce, or goods for non-food use, for final or intermediate consumption.

- (c) that in terms of section 12(3)(b) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) the proposal under A. and B. will be published for public comment,
- (d) that any representations received be submitted to Council for consideration prior to publication of the By-Law.

RESOLVED

- (a) *that in terms of section 12 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that the Scheme Regulations in terms of Section 8 of the Draft Land Use Planning Ordinance, 1985 promulgated under P.N. 1048/1988 be adopted as a By-Law;*

- (b) *that simultaneous with the adoption of the Draft By-Law that the definition of Agricultural industry under P.N. 1048/1988 be substituted with the following:*

Agricultural Industry means an enterprise or structure on a farm, of which the building footprint exceeds 2 000 m², constructed for the purpose of packing, packaging, cold storage, preparing or transforming agricultural produce, or goods for non-food use, for final or intermediate consumption.

- (c) *that in terms of section 12(3)(b) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) the proposal under A. and B. will be published for public comment,*
- (d) *that any representations received be submitted to Council for consideration prior to publication of the Draft By-Law.*

8.2.3 Application for consent use for the installation of a cellular communications base station: Erf 8082, Nduli, Ceres: Goldy Locks Crèche (15/4/2/240)

A memorandum from the Director: Technical Services, dated 20 April 2016, is attached as **annexure 8.2.3.**

RESOLVED

that the matter with regard to the application for consent use for the installation of a cellular communications base station on erf 8082, Nduli, Ceres at the Goldy Locks Crèche be held in abeyance until the next meeting.

8.2.4 Ceres Koekedouw Irrigation Board: Koekedouw Dam: Water Carry Over Policy (16/2/1/1/1)

Item 7.2.2 of the Executive Mayor and Mayoral Committee meeting, held on 13 May 2016, refers.

The following memorandum, dated 9 May 2016, was received from the Director: Technical Services:

“1. Purpose

To obtain a mandate from Council to discuss the Water Carry Over Policy with the Koekedouw Irrigation Board for implementation.

2. Background

The Municipal Manager obtained a legal opinion from Mr Douglas van Niekerk regarding the legality of raw water stored in a dam to be carried over from one water year to the other. The letter from Mr Van Niekerk is attached as **annexure 8.2.4(a)**.

It concludes by advising that water in the Koekedouw Dam not used during a water year remains that party's property and is available as carry over water for the following water year.

3. Discussion

A draft water carry over policy was compiled which can be summarised as follows:

- * Eligibility criteria for carry over
- * Carry over entitlement

- * Implementation of carry over
- * Definitions

The Carry Over Policy is attached as **annexure 8.2.4(b).**"

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 to recommend to Council that the Director: Technical Services be mandated to discuss the Koekedouw Dam Water Carry Over Policy with the Koekedouw Irrigation Board for implementation, on condition that the matter has been workshopped.

RESOLVED

that the Director: Technical Services be mandated to discuss the Koekedouw Dam Water Carry Over Policy with the Koekedouw Irrigation Board for implementation.

8.2.5 Witzenberg Drought Management Plan (16/2/5/1)

Item 7.2.3 of the Executive Mayor and Mayoral Committee meeting, held on 13 May 2016, refers.

The following memorandum, dated 9 May 2016, was received from the Director: Technical Services:

"1. Purpose

The Drought Management Plan to be approved by Council, to ensure that the scarce water sources are managed effectively especially during times of droughts/water scarcity.

2. Background

Water restrictions were implemented in Tulbagh as from May 2015 and in all the other towns as from November 2015, due to the drought experienced during 2015.

3. Discussion

This Drought Management Plan has been organised as follows:

- * An executive summary: Giving a brief overview of the plan.
- * Part one: Contextualises the historical background of the Witzenberg Municipality and establishes parameters for drought relief.
- * Part two: Introduces the basic objectives and operating principles of the plan based on drought risk reduction strategies (mitigation and preparedness) within national legislative frameworks.
- * Part three: Focuses on building and integrating institutional capacity (KPA1) for drought management in the Witzenberg Municipality.
- * Part four: Drought response and recovery (KPA 4) highlights activation levels for each drought phase and the procedure for the mobilisation of resources and funding.
- * Accompanying annexures in structure according to the KPA's and provides examples of data-collecting instruments and stakeholder contact lists.

The raw water supply management schedule manages the raw water supply to all towns and at which stage water restrictions, moderate or extreme, to be implemented, to ensure that the water supply to the towns is managed pro-actively.

The Drought Management Plan is attached as **annexure 8.2.5.**"

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 to recommend to Council that the Witzenberg Drought Management Plan be approved and implemented accordingly, on condition that the matter has been workshopped.

RESOLVED

that the Witzenberg Drought Management Plan be approved and implemented accordingly.

8.3 Direktoraat Gemeenskapsdienste / Directorate Community Services

**8.3.1 Community Services: Social development: Access to efficient library services
(17/6/1)**

Item 7.1 of the Committee for Community Development meeting, held on 18 March 2016, refers.

A memorandum from the Director: Community Services, dated 3 March 2016, is attached as **annexure 8.3.1.**

The Committee for Community Development resolved on 18 March 2016 to recommend to Council:

that Council approve the establishment of the Modular Library Unit adjacent to the Op-die-Berg Community Hall.

RESOLVED

that Council approves the establishment of the Modular Library Unit adjacent to the Op-die-Berg Community Hall.

**8.3.2 Community Services: Social Development: Access to Information Communication Technologies, Internet and Skills Development Centre
(17/6/1)**

Item 7.1 of the Committee for Community Development meeting, held on 14 April 2016, refers.

A memorandum from the Director: Community Services, dated 4 April 2016, is attached as **annexure 8.3.2.**

The Committee for Community Development resolved on 14 April 2016 to recommend to Council that the Committee for Community Development take note of the content of the memorandum regarding Social Development Access to Information Communication Technologies, Internet and Skills Development Centre and same be accepted.

RESOLVED

that Council takes notice of the content of the memorandum regarding access to Information Communication Technologies, Internet and Skills Development Centre and same be accepted.

8.4 Direktoraat Korporatiewe Dienste / Directorate Corporate Services

**8.4.1 Proposed Policy on Post-Employment Medical Benefits
(4/5/7/4/P)**

The following items refer:

- (a) Item 7.4 of the Committee for Corporate and Financial Services meeting, held on 25 August 2015.
- (b) Item 6 of the Local Labour Forum meeting, held on 24 February 2016.
- (c) Item 7.4.1 of the Executive Mayor and Mayoral Committee, held on 13 May 2016.

The following report, dated 14 August 2015, was received from the Director: Finance:

“1. Purpose

The purpose of this report is to submit a proposed policy on post-employment medical benefits for consideration to Council.

2. Background

- 2.1 Continuing (post-employment) medical aid membership stems from the rules of the then LAMAF (Local Authorities Medical Aid Fund) that was the only medical aid in local government at that time. The rules of that fund have determined that members who retire are entitled to continued membership of 70 % council contribution. With time, over many years the principle established by practice in a condition of employment.
- 2.2 Since retired members are no longer employed by local government, this benefit cannot be covered by a collective agreement.
- 2.3 This benefit automatically engages when a member of a medical aid reaches normal retirement age. In certain cases the benefit was also extended to employees who opted for early retirement.
- 2.4 The estimated cost of the future benefit to the municipality for current members of medical aids is in excess of R71 million as at 30 June 2015 (R56 million as at 30 June 2014).

3. Discussion

The proposed policy is attached as **annexure 8.4.1.**"

The Committee for Corporate and Financial Services resolved on 25 August 2015 that the proposed Policy on Post-employment Medical Benefits be referred to the Local Labour Forum for further deliberation.

The Local Labour Forum resolved on 24 February 2016 to recommend to the Executive Mayor and Mayoral Committee and Council that the Post-Employment Medical Benefit Policy be noted and approved.

The following recommendation was tabled to the Executive Mayor and Mayoral Committee:

To recommend to Council:

that the Post-Employment Medical Benefit Policy be noted and approved.

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 that the matter of the Post-Employment Medical Benefit Policy be held in abeyance.

RESOLVED

that the matter of the Post-Employment Medical Benefit Policy be held in abeyance and be workshopped by Council.

8.4.2 Application for extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours - 2016: Xolas Liquor Shop, Op-die-Berg, Koue Bokkeveld (14/1/1)

The following items refer:

- (a) Item 7.3 of the Committee for Corporate and Financial Services meeting, held on 14 April 2016.
- (b) Item 7.4.3 of the Executive Mayor and Mayoral Committee meeting, held on 13 May 2016.

A memorandum from the Senior Officer: Properties, dated 6 April 2016, is attached as **annexure 8.4.2.**

The Committee for Corporate and Financial Services resolved on 14 April 2016 to recommend to the Executive Mayor and Mayoral Committee:

that the application for the extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours – 2016, received from Xolas Liquor Shop, Op-die-Berg, Koue Bokkeveld, be considered.

The following recommendation was tabled to the Executive Mayor and Mayoral Committee:

To recommend to Council:

that the application for the extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours – 2016, received from Xolas Liquor Shop, Op-die-Berg, Koue Bokkeveld, be considered.

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 to recommend to Council:

- (i) that the matter be referred back to the applicant to be completed in full.
- (ii) that the application not be dealt with by Councillor R Simpson in order to avoid conflict of interest.

RESOLVED

- (a) *that the matter be referred back to the applicant for re-submission.*
- (b) *that the application not be dealt with by Councillor R Simpson in order to avoid conflict of interest.*

8.4.3 Application for extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours - 2016: Nduli Liquors, Nduli, Ceres (14/1/1)

The following items refer:

- (a) Item 7.4 of the Committee for Corporate and Financial Services meeting, held on 14 April 2016.
- (b) Item 7.4.4 of the Executive Mayor and Mayoral Committee meeting, held on 13 May 2016.

A memorandum from the Senior Officer: Properties, dated 3 March 2016, is attached as **annexure 8.4.3**.

The Committee for Corporate and Financial Services resolved on 14 April 2016 to recommend to the Executive Mayor and Executive Mayoral Committee:

that the application for the extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours – 2016, received from Nduli Liquors, Nduli be considered.

The following recommendation was tabled to the Executive Mayor and Mayoral Committee:

To recommend to Council:

that the application for the extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours – 2016, received from Nduli Liquors, Nduli, Ceres be considered.

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 to recommend to Council that the application does not meet the requirements and therefore not be approved.

RESOLVED

that the application does not meet the requirements and therefore not be approved.

8.4.4 Application for extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours - 2016: Pick 'n Pay Liquor, Ceres (14/1/1)

The following items refer:

- (a) Item 7.5 of the Committee for Corporate and Financial Services meeting, held on 14 April 2016.
- (b) Item 7.4.5 of the Executive Mayor and Mayoral Committee meeting, held on 13 May 2016.

A memorandum from the Senior Officer: Properties, dated 4 March 2016, is attached as **annexure 8.4.4**.

The Committee for Corporate and Financial Services resolved on 14 April 2016 to recommend to the Executive Mayor and Mayoral Committee:

that the application for the extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours – 2016, received from Pick 'n Pay Liquor, Ceres be rejected.

The following recommendation was tabled to the Executive Mayor and Mayoral Committee:

To recommend to Council:

that the application for the extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours – 2016, received from Pick 'n Pay Liquor, Ceres be rejected.

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 to recommend to Council that the application does not meet the requirements and therefore not be approved.

RESOLVED

that the application does not meet the requirements and therefore not be approved.

8.4.5 Application for extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours - 2016: At's Liquor Shop, Ceres (14/1/1)

The following items refer:

- (a) Item 7.6 of the Committee for Corporate and Financial Services meeting, held on 14 April 2016.
- (b) Item 7.4.6 of the Executive Mayor and Mayoral Committee meeting, held on 13 May 2016.

A memorandum from the Senior Officer: Properties, dated 3 March 2016, is attached as **annexure 8.4.5**.

The Committee for Corporate and Financial Services resolved on 14 April 2016 to recommend to the Executive Mayor and Mayoral Committee:

that the application for the extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours – 2016, received from At's Liquor Shop, Ceres be considered.

The Executive Mayor and Mayoral Committee resolved on 13 May 2016 to recommend to Council that the application for the extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours – 2016, received from At's Liquor Shop, Ceres be considered.

RESOLVED

that the application for the extension of liquor trading days (Sunday trading) in terms of Section 7 of Witzenberg Municipality Amended By-Law on Liquor Trading Days and Hours – 2016, received from At's Liquor Shop, Ceres be accepted and approved.

Councillor K Adams requested that his objections against resolutions 8.4.2 to 8.4.5 be minuted on grounds of religion.

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA

None

NOTED

10. FORMAL AND STATUTORY MATTERS

None

NOTED

11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS

None

NOTED

12. ADJOURNMENT

The meeting adjourned at 10:45.

Approved on _____ with/without amendments.

COUNCILLOR TT GODDEN
SPEAKER

/MJ Prins