

MINUTES OF THE SPECIAL COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON THURSDAY, 23 AUGUST 2018 AT 08:30

PRESENT

Aldermen and Councillors

Councillor TT Godden (Speaker)
Councillor BC Klaasen (Executive Mayor)
Councillor K Adams (Deputy Executive Mayor)
Alderman HJ Smit
Alderman JJ Visagie
Councillor TE Abrahams
Councillor P Daniels
Councillor MD Jacobs
Councillor D Kinnear
Councillor GG Laban
Councillor C Lottering
Councillor TP Mgoboza
Councillor ZS Mzauziwa
Councillor N Phatsoane
Councillor EM Sidego
Councillor RJ Simpson

Officials

Mr D Nasson (Municipal Manager)
Mr J Barnard (Director: Technical Services)
Mr HJ Kritzinger (Director: Finance)
Mr M Mpeluza (Director: Corporate Services)
Mr G Louw (Head: Internal Audit)
Ms L Nieuwenhuis (Legal Advisor)
Mr A Hofmeester (IDP Manager)
Mr CG Wessels (Manager: Administration)
Ms MJ Prins (Acting Principal Administrative Officer)
Mr C Titus (Committee Clerk)
Ms M Badela (Interpreter)

1. OPENING AND WELCOME

The Speaker welcomed everyone present and requested thereafter Councillor C Lottering to open the meeting with a prayer.

NOTED

The DA requested a caucus break from 08:40 until 09:10.

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 Alderman JW Schuurman and Councillors P Heradien, M Mdala, JT Phungula, D Swart and HF Visagie.

UNANIMOUSLY RESOLVED

that the applications for leave of absence from the meeting, received from Alderman JW Schuurman and Councillors P Heradien, M Mdala, JT Phungula, D Swart and HF Visagie, be approved and accepted.

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED

3.1 Matters raised by the Speaker
(09/1/1)

- (a) The Speaker expressed wishes and blessings to the Deputy Executive Mayor, Councillor K Adams, on Eid al Adha.
- (b) The Speaker mentioned that the rumours and allegations about himself with regard to fraud and corruption at a public meeting and in the presence of the Commissioner of Human Rights are untrue and malevolent.

NOTED

3.2 Matters raised by the Executive Mayor
(09/1/1)

The Executive Mayor expressed condolences on behalf of Council to the Manager: Administration on the passing of his sister.

NOTED

4. RESERVED POWERS

4.1 Review IDP and Budget Process Plan for 2019 – 2020 and Spatial Development Framework Time Schedule
(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.

Notule: Spesiale raadsvergadering 23 Augustus 2018
Minutes: Special council meeting 23 August 2018

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
2	Strategizing
3	Preparing
4	Tabling
5	Approving
6	Finalising

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, the Process Plan for the 2019 - 2020 IDP and Budget cycle as well as the Time Schedule for the Review of the Spatial Development Framework is attached as **annexure 4.1**.

UNANIMOUSLY RESOLVED

- (a) *that the Review IDP and Budget Process Plan for 2019 - 2020 and the Time Schedule for the Review of the Spatial Development Framework be approved.*

- (b) *that in the event of any changes with regard to the dates of the Process Plan and Spatial Development Framework Time Schedule, the Municipal Manager be mandated to change same after consultation with the Executive Mayor.*

4.2 Finance: Adjustment budget 2018/2019
(5/1/1/17)

The following documents are attached:

- (a) Memorandum from Director: Finance, dated 16 August 2018: **Annexure 4.2(a)**.
(b) Adjustment budget 2018/2019 to 2020/2021: **Annexure 4.2(b)**.

UNANIMOUSLY RESOLVED

That the adjustment budget of Witzenberg Municipality for the financial year 2018/2019 as set out in the budget documents be approved:

- (i) *Table B1 - Budget summary;*
(ii) *Table B2 - Adjustment Budget Financial Performance (by standard classification);*
(iii) *Table B3 - Budgeted Financial performance (Revenue and Expenditure) by Vote;*
(iv) *Table B4- Adjustment Budget Financial Performance (revenue by source);*
(v) *Table B5 - Budgeted Capital Expenditure by Vote, standard classification and funding.*

4.3 Memorandums: Grievances: Tulbagh community
(02/2/2)

The following documents are attached

- (a) Memorandum from Tulbagh Civics, dated 28 June 2018 2018: **Annexure 4.3(a)**.
(b) Memorandum from Tulbagh Community, dated 16 August 2018: **Annexure 4.3(b)**.

The Executive Mayor thanked the councillors for their support during the turbulent times in Witzenberg as well as the management staff. Everybody operated within the team.

UNANIMOUSLY RESOLVED

- (a) *that the Municipal Manager arranges community meetings with the affected communities and invites the Executive Mayor, applicable Ward Councillors and communities.*
- (b) *that the community meetings supra (a) be held during the week of 27 August 2018 until 31 August 2018.*

**4.4 Memorandum: Grievances: Pine Valley community, Wolseley
(02/2/2)**

A memorandum, from the Pine Valley community, Wolseley, dated 13 August 2018, is attached as **annexure 4.4**.

The Executive Mayor thanked the councillors for their support during the turbulent times in Witzenberg as well as the management staff. Everybody operated within the team.

UNANIMOUSLY RESOLVED

- (a) *that the response of the Executive Mayor be noted.*
- (b) *that the Executive Mayor and Ward Councillor be mandated to deal with the matter.*

5. COUNCIL-IN-COMMITTEE