

MINUTES OF THE COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD VIRTUALLY ON TUESDAY, 25 AUGUST 2020 AT 09:00

PRESENT

Councillors

Alderman TT Godden (Speaker) (COPE)
Councillor BC Klaasen (Executive Mayor) (DA)
Alderman K Adams (Deputy Executive Mayor) (DA)
Councillor TE Abrahams (DA)
Councillor P Daniels (DA)
Councillor MD Jacobs (EFF)
Councillor D Kinnear (DA)
Councillor GG Laban (Witzenberg Aksie)
Councillor C Lottering (DA)
Councillor M Mdala (ANC)
Councillor T Mgoboza (ANC)
Councillor ZS Mzauziwa-Mdishwa (DA)
Councillor MJ Ndaba (ANC)
Councillor N Phatsoane (ANC)
Councillor EM Sidego (DA)
Alderman HJ Smit (DA)
Councillor D Swart (DA)
Alderman JJ Visagie (DA)

Officials

Mr D Nasson (Municipal Manager)
Mr J Barnard (Director: Technical Services)
Mr M Mpeluza (Director: Corporate Services)
Mr A Raubenheimer (Acting Director: Finance)
Mr JH Swanepoel (Manager: Projects and Performance)
Mr G Louw (Head: Internal Audit)
Ms L Nieuwenhuis (Manager: Legal Services)
Mr A Hofmeester (Manager: IDP)
Ms R Hendricks (Manager: Communication and Marketing)
Mr CG Wessels (Manager: Administration)
Mr R Rhode (ICT Administrator)
Mr J Pieterse (Senior ICT Officer)
Ms M Prins (Word Processor Operator)
Mr CJ Titus (Committee Clerk)
Ms M Badela (Interpreter)

1. OPENING AND WELCOME

The Speaker opened the meeting and welcomed everyone present.

The Speaker announced that due to the protest actions in Nduli and Vredebes and the expected actions to take place in town the majority of items will be held in abeyance. Councillors were requested to utilise the arrangement to attend to the protest actions.

NOTED

2. LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

**2.1 Consideration of application for leave of absence, if any
(3/1/2/1)**

Applications for leave of absence from the meeting were received from Alderlady JT Phungula, Alderman JW Schuurman and Councillors R Simpson and H Visagie.

UNANIMOUSLY RESOLVED

that the applications for leave of absence from the meeting, received from Alderlady JT Phungula, Alderman JW Schuurman and Councillors R Simpson and H Visagie, be approved and accepted.

**2.2 Confidentiality and Conflict of Interest Declaration
(3/2/1)**

The Confidentiality and Conflict of Interest Declaration was verbally declared by all Councillors.

NOTED

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED

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

Council's congratulations were conveyed by the Speaker to the following Councillors and spouses on their birthdays:

❖	Ms. R Schuurman	12 May
❖	Ms N Simpson	24 May
❖	Councillor N Phatsoane	2 June
❖	Ms J Lottering	3 June
❖	Alderman K Adams	5 June
❖	Councillor D Kinnear	24 June
❖	Ms E Smit	29 June
❖	Ms M Abrahams	30 June
❖	Councillor Z Mzauziwa-Mdishwa	18 July
❖	Ms A Klaasen	4 August
❖	Councillor P Heradien	28 August

NOTED.

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

The Speaker mentioned that the protest actions of the past week in Nduli and Vredebes are a matter of big concern. Protest actions in the past were against a system, but nowadays the protest actions are against ourselves. Our own assets and infrastructure are broken down. The actions are also against the people who protect the community. The Speaker called on discussions and to speak out with those responsible for the actions. A young child died during the protest actions. The library was torched and the swimming pool damaged. The people of the community were responsible for the damage. Therefore we need to speak to one another to understand and accept matters.

NOTED

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

- (a) The Executive Mayor mentioned that August is the month that we recognise the role and value of all women in society. The Executive Mayor thanked all women for the role that they play as Women of Strength. He congratulated women with the celebrations during Women's Month.
- (b) The Executive Mayor conveyed condolences to all families who had lost loved ones during this time:
- (i) The tragic passing of ten Witzenberg residents at Askham in the Kalahari due to a fire:
- Davin family: The father Frans and children Frans-Jan and Iza.
 - Carstens family: The father Hendri, mother Dané and children Pierre-Johan and Magiel.
 - Bauer family: Father Stefan and daughters Inge and Elré;
- (ii) The passing of the well-known Mr Piet Meyer, father of Dr Ivan Meyer, the current Minister of Agriculture (Western Cape);
- (iii) Advocate Hishaam Mohamed, Member of Parliament (ANC) and
- (iv) All other residents of the Witzenberg area who passed away during this time.
- (c) The Executive Mayor mentioned that the current protest actions are a matter of big concern. The problem is due to dissatisfaction with the allocation of houses in the Integrated Vredebes Housing Project.

A meeting was held with the Witzenberg Justice Coalition protest leaders. At the meeting it was established that the leaders demanded that all houses in the Integrated Vredebes Housing Project be allocated to the African community of Nduli, Ceres. The Executive Mayor and Municipal Manager made it clear that the project is integrated for all races and the allocation of houses is transparent and honest. An invitation was directed to the leaders to discuss any problems regarding the process.

The leaders indicated that they, the Witzenberg Justice Coalition (WJC), are the only leaders with whom the municipality can discuss the housing project. The Witzenberg Justice Coalition does not accept the democratically elected Councillors of Nduli.

The Executive Mayor and Municipal Manager made it clear that the municipality cannot discriminate based on race, neither can Council disregard Councillors who were democratically elected. The Witzenberg Justice Coalition responded that they want all the remaining houses to be allocated to the people of Nduli. If not adhering to this, the Witzenberg Municipality will be regarded as the “enemy” and they will deal further. The Coloureds in the Vredebes Housing Project will all be killed.

At this point in the meeting it became clear that under such circumstances the municipality cannot consult further with the WJC. Houses had already been damaged and workers who had returned from work, were attacked.

The Executive Mayor mentioned that the Executive Mayoral Committee had authorised the Municipal Manager to institute legal action against those responsible for the damages in Vredebes and Nduli. The conduct of the WJC cannot be tolerated. Currently more trouble is expected from the protesters.

The Executive Mayor concluded by saying that Council is living in challenging times. They do not have only the protest actions to deal with, but the COVID-19 pandemic is also on the rise again. People lose their vigilance under the impression that the danger of the virus is over.

NOTED

3.4 Matters raised by the Municipal Manager

None

NOTED

4. MINUTES

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

The following minutes are attached:

- (a) Council meeting, held on 30 October 2019: **Annexure 4.1(a).**
- (b) Council meeting, held on 11 December 2019: **Annexure 4.1(b).**
- (c) Council meeting, held on 28 January 2020: **Annexure 4.1(c).**
- (d) Council meeting, held on 25 February 2020: **Annexure 4.1(d).**
- (e) Council meeting, held on 25 March 2020: **Annexure 4.1(e).**
- (f) Council meeting, held on 27 May 2020: **Annexure 4.1(f).**
- (g) Special Council meeting, held on 11 June 2020: **Annexure 4.1(g).**
- (h) Special Council meeting, held on 31 July 2020: **Annexure 4.1(h).**

UNANIMOUSLY RESOLVED

That the following minutes be approved and signed by the Speaker:

- (i) Council meeting, held on 30 October 2019.*
- (ii) Council meeting, held on 11 December 2019.*
- (iii) Council meeting, held on 28 January 2020.*
- (iv) Council meeting, held on 25 February 2020.*
- (v) Council meeting, held on 25 March 2020.*
- (vi) Council meeting, held on 27 May 2020.*
- (vii) Special Council meeting, held on 11 June 2020.*
- (viii) Special Council meeting, held on 31 July 2020.*

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) MPAC meeting, held on 28 October 2019: **Annexure 7.1(a)**.
- (b) MPAC meeting, held on 4 November 2019: **Annexure 7.1(b)**.
- (c) Committee for Housing Matters, held on 19 November 2019: **Annexure 7.1(c)**.
- (d) Committee for Housing Matters (Special), held on 5 December 2019: **Annexure 7.1(d)**.
- (e) Executive Mayoral Committee meeting, held on 23 January 2020: **Annexure 7.1(e)**.
- (f) Executive Mayoral Committee meeting, held on 24 February 2020: **Annexure 7.1(f)**.
- (g) Committee for Technical Services, held on 20 November 2019: **Annexure 7.1(g)**.
- (h) Committee for Corporate and Financial Services, held on 21 November 2019: **Annexure 7.1(h)**.
- (i) Committee for Community Development, held on 13 February 2020: **Annexure 7.1(i)**.
- (j) Committee for Housing Matters, held on 27 February 2020: **Annexure 7.1(j)**.
- (k) Committee for Housing Matters, held on 20 March 2020: **Annexure 7.1(k)**.

UNANIMOUSLY RESOLVED

that notice be taken of the minutes of the Committee meetings and same be accepted.

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direkoraat Finansies / Directorate Finance

8.1.1 Section 71 Monthly Budget Statement Reports of the Directorate Finance: October, November, December 2019 and January, February, March, April, May and June 2020 (9/1/2/2)

The following items refer:

- (a) Item 8.1 of the Performance, Risk and Audit Committee meeting, held on 7 February 2020.
- (b) Item 7.1 of the meeting of the Committee for Corporate and Financial Services, held on 23 July 2020.
- (c) Item 7.1.1 of the Executive Mayoral Committee meeting, held on 24 August 2020.

The following Section 71 Monthly Budget Statement Reports of the Directorate Finance are attached:

- (a) October 2019: **Annexure 8.1.1(a)**
- (b) November 2019: **Annexure 8.1.1(b)**
- (c) December 2019: **Annexure 8.1.1(c)**
- (d) January 2020: **Annexure 8.1.1(d)**
- (e) February 2020: **Annexure 8.1.1(e)**
- (f) March 2020: **Annexure 8.1.1(f)**
- (g) April 2020: **Annexure 8.1.1(g)**
- (h) May 2020: **Annexure 8.1.1(h)**
- (i) June 2020: **Annexure 8.1.1(i)**

The Performance, Risk and Audit Committee resolved on 7 February 2020:

- (a) That the Performance, Risk and Audit Committee, after consideration, took notice of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for October, November and December 2019.

- (b) That the Performance, Risk and Audit Committee recommends to Council:

that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for October, November and December 2019, after consideration, be approved.

Extract from the minutes of the Committee for Corporate and Financial Services meeting, held on 23 July 2020:

“On enquiry from the Committee members in respect of the Section 71 Reports the Acting Chief Financial Officer responded, to the satisfaction of the Committee, on the following matters:

- The revenue of the municipality during the COVID-19 lockdown.
- The expenditure of the municipality and a comparison thereof between the 2019 and 2020 financial year.
- That the Council resolution taken in February 2020 was implemented to cut on the budget due to concerns of the COVID-19 impact.
- That all municipal personnel will be back at work from August 2020.
- That Directorate Finance focuses on Credit Control.

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- Municipal investment currently stands on R144 million.
- That a rollover budget will be tabled to Council at the next meeting scheduled for 19 August 2020.”

The Committee for Corporate and Financial Services resolved on 23 July 2020 to recommend to the Executive Mayoral Committee and Council:

That the Committee for Corporate and Financial Services recommends to the Executive Mayoral Committee and Council:

that the Committee for Corporate and Financial Services takes notice, after consideration, of the content of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for October, November, December 2019 and January, February, March, April, May and June 2020 and same be approved and accepted.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for October, November, December 2019 and January, February, March, April, May and June 2020 and, after consideration, same be approved and accepted.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the Section 71 Monthly Budget Statement Reports of the Directorate Finance be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Section 71 Monthly Budget Statement Reports of the Directorate Finance be held in abeyance until the next meeting.

8.1.2 Quarterly Budget Statement [Section 52(d)] Report: 2nd Quarter of 2019/2020 (1 October 2019 until 31 December 2019) (9/1/2/2)

Note: The Quarterly Budget Statement [Section 52(d)] Report for the second quarter of 2019/2020 is not attached as it has already been tabled to Council.

The following items refer:

- (a) Item 7.1.3 of the Executive Mayoral Committee meeting, held on 23 October 2020.
- (b) Item 8.1.9 of the Council meeting, held on 28 January 2020.
- (c) Item 8.2 of the Performance, Risk and Audit Committee meeting, held on 7 February 2020.

The Executive Mayoral Committee resolved on 23 January 2020 to recommend to Council:

- (a) that notice be taken of the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 October 2019 until 31 December 2019.

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- (b) that the report be referred to the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee for their recommendations to Council.

Council unanimously resolved on 28 January 2020:

- (a) that notice be taken of the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 October 2019 until 31 December 2019.
- (b) that the report be referred to the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee for their recommendations to Council.

Extract from the minutes of the Performance, Risk and Audit Committee meeting, held on 7 February 2020:

“The Performance, Risk and Audit Committee discussed the Quarterly Budget Statement [Section 52(d)] Report for the 2nd Quarter of 2019/2020 and highlighted the following:

- PRAC enquired in respect of the low capital expenditure on 22,2 % and was ensured that the expenditure will increase.
- Overtime is high and adjustment is needed.
- No adjustments for Councillors were done in terms of salary increases.
- The Acting Chief Financial Officer reversed unauthorised debit orders and notified the bank to be on the alert for such matters.
- The possibility of a consultation between the Performance, Risk and Audit Committee and the Executive Mayoral Committee with the purpose to share information on facts regarding debt is considered.”

The Performance, Risk and Audit Committee resolved on 7 February 2020:

- (a) That notice be taken of the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 October 2019 until 31 December 2019.
- (b) That the Performance, Risk and Audit Committee recommends to Council:

That notice be taken of the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 October 2019 until 31 December 2019 and, after consideration, same be approved.

The following recommendation was tabled to Council:

- (a) That notice be taken that the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 October 2019 until 31 December 2019 has already been tabled to Council.
- (b) That the Performance, Risk and Audit Committee recommends to Council:

that, after consideration, the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 October 2019 until 31 December 2019, be approved.

UNANIMOUSLY RESOLVED

that the matter regarding the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 October 2019 until 31 December 2019 be held in abeyance until the next meeting.

8.1.3 Municipal Public Accounts Committee (MPAC) Charter with effect from July 2019 (02/01/2)

The following items refer:

- (a) Item 7.2 of the Municipal Public Accounts Committee meeting, held on 20 August 2019.
- (b) Item 8.1.13 of the Council meeting, held on 30 October 2019.
- (c) Item 8.1.9 of the Council meeting, held on 11 December 2019.
- (d) Item 8.1.3 of the Council meeting, held on 28 January 2020.
- (e) Item 8.1.1 of the Council meeting, held on 25 February 2020.

A report from the Head: Internal Audit regarding the Municipal Public Accounts (MPAC) Charter, dated July 2019, is attached as **annexure 8.1.3**.

The Head: Internal Audit submitted the Municipal Public Accounts Committee (MPAC) Charter.

The Municipal Public Accounts Committee resolved on 20 August 2019 that the Committee for Municipal Public Accounts Committee recommends to Council:

that the Municipal Public Accounts Committee (MPAC) after consideration, takes notice of the Municipal Public Accounts Committee (MPAC) Charter and same be approved and accepted.

The following recommendation was tabled to Council:

that notice be taken of the Municipal Public Accounts Committee (MPAC) Charter and, after consideration, same be approved and accepted.

Council unanimously resolved on 30 October 2019 that the matter in respect of the Municipal Public Accounts Committee (MPAC) Charter, dated July 2019, be held in abeyance and be workshopped by Council.

The following recommendation was tabled to Council:

that notice be taken of the Municipal Public Accounts Committee (MPAC) Charter and, after consideration, same be approved and accepted.

Council unanimously resolved on 11 December 2019 that the matter in respect of the Municipal Public Accounts Committee (MPAC) Charter be held in abeyance until the next meeting.

The following recommendation was tabled to Council:

that notice be taken of the Municipal Public Accounts Committee (MPAC) Charter and, after consideration, same be approved and accepted.

Council unanimously resolved on 28 January 2020 that the matter in respect of the MPAC Charter with effect from July 2019 be held in abeyance until the next meeting.

The following recommendation was tabled to Council:

that notice be taken of the Municipal Public Accounts Committee (MPAC) Charter with effect from July 2019 and, after consideration, same be approved and accepted.

Council unanimously resolved on 25 February 2020 that the matter in respect of the Municipal Public Accounts Committee (MPAC) Charter with effect from 1 July 2019 be workshopped by Council and after that be tabled for consideration.

The following recommendation was tabled to Council:

that notice be taken of the Municipal Public Accounts Committee (MPAC) Charter with effect from July 2019 and, after consideration, same be approved and accepted.

UNANIMOUSLY RESOLVED

that the matter regarding the Municipal Public Accounts Committee (MPAC) Charter with effect from July 2019 be held in abeyance until the next meeting.

8.1.4 Settling of Rand Merchant Bank (RMB) loan for Koekedouw Dam (16/2/1/1/1 & 5/4/R)

The following items refer:

- (a) Item 7.1.3 of the Executive Mayoral Committee meeting, held on 27 May 2019.
- (b) Item 8.1.3 of the Council meeting, held on 30 May 2019.
- (c) Item 7.1.2 of the Executive Mayoral Committee meeting, held on 29 July 2019.
- (d) Item 8.1.2 of the Council meeting, held on 31 July 2019.
- (e) Item 4.4 of the Special Executive Mayoral Committee meeting, held on 21 August 2019.
- (f) Item 4.4 of the Special Council meeting, held on 23 August 2019.
- (g) Item 3.1 of the Special Municipal Public Accounts Committee meeting, held on 21 October 2019.
- (h) Item 4.1 of the Municipal Public Accounts Committee meeting, held on 28 October 2019.
- (i) Item 7.2 of the Special Municipal Public Accounts Committee meeting, held on 4 November 2019.
- (j) Item 8.1.12 of the Council meeting, held on 11 December 2019.
- (k) Item 8.1.5 of the Council meeting, held on 28 January 2020.
- (l) Item 3.1 of the Municipal Public Accounts Committee meeting, held on 24 February 2020.
- (m) Item 8.1.2 of the Council meeting, held on 25 February 2020.

The following memorandum, dated 20 May 2019, was received from the Manager: Water and Sewerage:

“Purpose

The purpose of this report is to inform Council regarding the settling option of the Rand Merchant Bank loan which was taken up by KBR (Koekedouw Irrigation Board) for the construction of the Koekedouw Dam.

Background

The Koekedouw Dam was constructed in 1999 as a joint venture between Witzenberg Municipality and the Koekedouw Irrigation Board. Both parties to this venture incurred loans to pay for their share of the construction cost. The loan taken up by Witzenberg Municipality has been settled in 2017.

Currently KBR is still paying off on their loan and Witzenberg Municipality is part of this repayment agreement in terms of our allocation for Vredebes farm. See **annexure 8.1.4(a)**.

The KBR management has met with RMB in order to negotiate a new financing model in order to settle the loan and minimize cost. The new financing model agreed to between the parties, and approved by KBR, is attached as **annexure 8.1.4(b)**.

This new option entails the settling of the loan once-off in order to cut out huge interest on the loan. As can be seen on the attached spreadsheet if we stay with the old financing model, KBR will make a total repayment of R348 628 396 on the initial loan. Currently the outstanding amount is R54 687 042.00, but this amount will escalate to R78 944 608.00 before it starts to decrease and eventually be settled in 2044. With the new financing model total repayment will be R83 152 706.00 resulting in a total saving of R265 475 690.00.

Legal framework

Because Witzenberg Municipality is part of KBR in terms of our allocation for Vredebes, we are also liable for the repayment of our portion of the loan from Rand Merchant Bank.

Financial impact

With the new financing model we will have a huge saving on the repayment of the loan. In terms of the old financing model we will be responsible for repayment of R4 052 646.00 whereas with the new financing model we will make a once-off payment of R889 891.98 to settle the loan, resulting in a saving of R3 162 754.02.”

The Municipal Manager gave a background with regard to the matter of settling the Rand Merchant Bank (RMB) loan for the Koekedouw Dam. Further investigation in terms of the agreement will be done. This matter only recently arose and the loan was done before the purchase of Vredebes. The water rights were part of the agreement.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that Council approves the new financing model option.
- (b) That Witzenberg Municipality settles their portion of the loan with a once-off payment.

The Executive Mayoral Committee resolved on 27 May 2019:

That the Executive Mayoral Committee recommends to Council:

that the matter in respect of the settling of the Rand Merchant Bank loan for the Koekedouw Dam be held in abeyance until the matter has been properly investigated.

Councillor BC Klaasen mentioned that the outstanding arrear amount is based on calculations made by the Koekedouw Irrigation Board and that further investigations are necessary.

Council unanimously resolved on 30 May 2019 that the matter in respect of the settling of the Rand Merchant Bank loan for the Koekedouw Dam be held in abeyance until the matter has been properly investigated.

Further report from Municipal Manager, dated 24 July 2019:

“Since the last Executive Mayoral Committee and council meetings Administration has attempted to obtain written agreements of Council’s financial commitment towards the Koekedouw Irrigation Board. The Deed of Sale does not make mention of any such financial commitment towards the Board nor the Title Deed. The Title Deed reflects the water right that is registered and which is inherent to the farm. A meeting was requested with the Chairperson of the Irrigation Board, Mr Danie Goosen, which took place on 2 July 2019.

A summary of the meeting is contained in the email sent by Mr Goosen to the Municipal Manager’s office, dated 2 July 2019 and is attached as **annexure 8.1.4(c)**. In terms of the discussion the Koekedouw Irrigation Board took up a loan with the Rand Merchant Bank on behalf of its members. The accountability of the members was pro rata with the water rights of their respective farms. All the members at that time agreed to the conditions which was later on also accepted by the municipality when Vredebes was purchased.

The Irrigation Board used to send an invoice to its members on a yearly basis, which included the municipality and in terms of which they then were obliged to settle. The municipality has been paying regularly on an annual basis since they acquired the farm. The invoice was normally divided into an operational and capital contribution. In terms of the Irrigation Board’s members meeting resolution taken, the members accepted the settlement as previously outlined. On the date of the discussion all the members have paid their contribution of the settlement towards the Rand Merchant Bank loan except for the municipality. The Koekedouw Irrigation Board went ahead to pay on the municipality’s behalf, because of their commitment and legal obligation and has requested that the municipality repays the amount to them. The crux of the discussion is that the liability of the municipality is coupled to the water rights inherent to the property.

The Municipal Manager informed the meeting that he had consulted with the Chairperson of the Koekedouw Irrigation Board, Mr Danie Goosen, regarding the matter. The explanation from the Chairperson sounds acceptable, but he is awaiting documentation about the matter to submit to Council for consideration.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that Council approves the new financing model option.
- (b) that Witzenberg Municipality settles their portion of the loan with a once-off payment.

The Executive Mayoral Committee resolved on 29 July 2019:

That the Executive Mayoral Committee recommends to Council:

that the matter in respect of the Rand Merchant Bank (RMB) loan for the Koekedouw Irrigation Board be held in abeyance for further discussion by Council.

Council unanimously resolved on 31 July 2019 that the matter in respect of the Rand Merchant Bank (RMB) loan for the Koekedouw Irrigation Board be held in abeyance for further discussion by Council and to obtain more information.

The following documents are further attached:

- (a) Correspondence from Koekedouw Irrigation Board, dated 13 March 2019: **Annexure 8.1.4(d)**.
- (b) Letter from Grayston & Elliot, dated 13 March 2019: **Annexure 8.1.4(e)**.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that Council approves the new financing model option.
- (b) That Witzenberg Municipality settles their portion of the loan with a once-off payment.

The Executive Mayoral Committee resolved on 21 August 2019:

That the Executive Mayoral Committee recommends to Council:

that the matter in respect of the Rand Merchant Bank (RMB) loan for the Koekedouw Dam be referred to the Municipal Public Accounts Committee for an investigation and further discussions with the Chairperson of the Koekedouw Irrigation Board and after that a recommendation be made to Council.

Council unanimously resolved on 23 August 2019 that the matter in respect of the Rand Merchant Bank (RMB) loan for the Koekedouw Dam be referred to the Municipal Public Accounts Committee for an investigation and further discussions with the Chairperson of the Koekedouw Irrigation Board and after that a recommendation be made to Council.

The Municipal Public Accounts Committee resolved on 21 October 2019:

- (a) that the Municipal Public Accounts Committee will meet with KMB and KIB on Monday, 28 October 2019 at 14h00 in the Council Chambers, Municipal Offices, Ceres.
- (b) that the Director: Technical Services draft a presentation / report with the recommendation to take the matter forward.
- (c) that the matter after the meeting supra (a) that Municipal Public Accounts Committee make a recommendation to Council.

The Municipal Public Accounts Committee resolved on 28 October 2019 that the Acting Chief Financial Officer compile a breakdown of all municipal payments in terms of the Koekedouw Dam and submit same at the next Municipal Public Accounts Committee (MPAC) meeting.

The Municipal Public Accounts Committee resolved on 4 November 2019 that Municipal Public Accounts Committee will draft a report in respect of Council's instruction to investigate the settling of the Rand Merchant bank (RMB) loan for the Koekedouw Dam and submit thereafter a recommendation to Council.

Council unanimously resolved on 11 December 2019 that the matter in respect of the settling of the Rand Merchant Bank (RMB) loan for the Koekedouw Dam be held in abeyance until the necessary consultations have been done.

Council unanimously resolved on 28 January 2020 that the matter in respect of the settling of the Rand Merchant Bank (RMB) loan for the Koekedouw Dam be held in abeyance until the next meeting.

The following documents are attached:

- (a) Summary of the discussions at the meeting of 21 October 2019, received from the Director: Technical Services: **Annexure 8.1.4(f)**.
- (b) Constitution of Koekedouw Irrigation Board: **Annexure 8.1.4(g)**.
- (c) Agreement between the Municipality and Koekedouw Irrigation Board (*Water vir Ceres*): **Annexure 8.1.4(h)**.
- (d) Dam settlement: **Annexure 8.1.4(i)**.
- (e) Payment to *Koekedouw Bestuursmaatskappy* and *Ceres Koekedouw Bestuurskomitee*: **Annexure 8.1.4(j)**.
- (f) Minutes of MPAC meeting, held on 21 October 2019: **Annexure 8.1.4(k)**.
- (g) Minutes of MPAC meeting, held on 28 October 2019: **Annexure 8.1.4(l)**.
- (h) Minutes of MPAC meeting, held on 4 November 2019: **Annexure 8.1.4(m)**.
- (i) Report of MPAC on the matter: **Annexure 8.1.4(n)**.

The Municipal Public Accounts Committee resolved on 24 February 2020 to recommend to Council:

that the Municipal Public Accounts Committee (MPAC) takes notice of the report in respect of the settling of the Rand Merchant Bank (RMB) loan for the Koekedouw Dam and, after consideration, recommend to Council to approve and accept same.

Extract from the minutes of the Council meeting, held on 25 February 2020:

"Council deliberated the matter in depth and various questions were raised in terms of:

- (a) the evidence of an agreement;
- (b) the stipulations of the loan;
- (c) the original loan amount and the interests on that;
- (d) the role of the Koekedouw Irrigation Board in the loan;
- (e) the water rights;
- (f) the calculations made by the Irrigation Board to get to R889 891-00;
- (g) the influence of the liquidation on the former owner of Vredebes.

After a lengthy debate Council decided that a Special Council meeting will be held to resolve the matter.”

Council unanimously resolved on 25 February 2020 that a Special Council meeting be held to deliberate the settling of the Rand Merchant Bank (RMB) loan for the Koekedouw Dam and to scrutinise all documents.

The following recommendation was tabled to Council:

That the Municipal Public Accounts Committee recommends to Council:

that the Municipal Public Accounts Committee (MPAC) takes notice of the report in respect of the settling of the Rand Merchant Bank (RMB) loan for the Koekedouw Dam and, after consideration, recommends to Council to approve and accept same.

UNANIMOUSLY RESOLVED

that the matter regarding the settling of the Rand Merchant Bank (RMB) loan for the Koekedouw Dam be held in abeyance until the next meeting.

8.1.5 Municipal Corporate Governance of Information and Communication Technology Policy (6/2/P)

The following items refer:

- (a) Item 9.3 of the Performance, Risk and Audit Committee meeting, held on 2 August 2019.
- (b) Item 9.3 of the Performance, Risk and Audit Committee meeting, held on 13 September 2019.
- (c) Item 9.2 of the Performance, Risk and Audit Committee meeting, held on 25 October 2019.
- (d) Item 9.2 of the Performance, Risk and Audit Committee meeting, held on 7 February 2020.

The Corporate Governance of Information and Communication Technology Policy for Witzenberg Municipality is attached as **annexure 8.1.5**.

The following recommendation was tabled to the Performance, Risk and Audit Committee:

That the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that the Corporate Governance of Information and Communication Technology Policy for Witzenberg Municipality be approved and adopted.

The Performance, Risk and Audit Committee resolved on 2 August 2019 that the matter in respect of the Corporate Governance of Information and Communication Technology Policy be held in abeyance until the next meeting.

The following recommendation was tabled to the Performance, Risk and Audit Committee:

That the Performance, Risk and Audit Committee recommends to Council:

that the Corporate Governance of Information and Communication Technology Policy for Witzenberg Municipality be approved and adopted.

The Performance, Risk and Audit Committee resolved on 13 September 2019 that the matter in respect of the Municipal Corporate Governance of Information and Communication Technology Policy be held in abeyance until the next meeting.

The Performance, Risk and Audit Committee resolved on 25 October 2019 that the matter in respect of the Municipal Corporate Governance of Information and Communication Technology Policy for Witzenberg Municipality be held in abeyance until the next meeting.

The Performance, Risk and Audit Committee resolved on 7 February 2020 to recommend to Council:

that the Performance, Risk and Audit Committee took notice of and, after consideration, recommends to Council that the Municipal Corporate Governance of Information and Communication Technology Policy for Witzenberg Municipality be considered for approval.

The following recommendation was tabled to Council:

That the Performance, Risk and Audit Committee recommends to Council:

that the Municipal Corporate Governance of Information and Communication Technology Policy for Witzenberg Municipality, after consideration, be approved.

UNANIMOUSLY RESOLVED

that the matter regarding the Municipal Corporate Governance of Information and Communication Technology Policy for Witzenberg Municipality be held in abeyance until the next meeting.

8.1.6 Quarterly Budget Statement [Section 52(d)] Report: 3rd Quarter of 2019/2020 (1 January 2020 until 31 March 2020) (9/1/1 & 9/1/2/2)

Item 7.1.2 of the Executive Mayoral Committee meeting, held on 24 August 2020, refers.

The Quarterly Budget Statement [Section 52(d)] Report for the third quarter of 2019/2020 is attached as **annexure 8.1.6**.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 January 2020 until 31 March 2020.

- (b) that the report be referred to the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee for their recommendations to Council.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the Quarterly Budget Statement [Section 52(d)] Report for the fourth quarter of 2019/2020 be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Quarterly Budget Statement [Section 52(d)] Report for the third quarter of 2019/2020 be held in abeyance until the next meeting.

8.1.7 Quarterly Budget Statement [Section 52(d)] Report: 4th Quarter of 2019/2020 (1 April 2020 until 30 June 2020) (9/1/1 & 9/1/2/2)

Item 7.1.3 of the Executive Mayoral Committee meeting, held on 24 August 2020, refers.

The Quarterly Budget Statement [Section 52(d)] Report for the fourth quarter of 2019/2020 is attached as **annexure 8.1.7**.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 April 2020 until 30 June 2020.
- (b) that the report be referred to the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee for their recommendations to Council.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the Quarterly Budget Statement [Section 52(d)] Report for the fourth quarter of 2019/2020 be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Quarterly Budget Statement [Section 52(d)] Report for the fourth quarter of 2019/2020 be held in abeyance until the next meeting.

8.1.8 Submission of Final Top Layer SDBIP: 2020/2021 (5/1/5/13)

The following items refer:

- (a) Item 8.1.1 of the Council meeting, held on 25 March 2020.
- (b) Item 7.1.4 of the Executive Mayoral Committee meeting, held on 24 August 2020.

Council resolved on 25 March 2020:

“that Council takes notice of the Draft Budget, the Draft Review IDP and the Draft Top Layer SDBIP of the Witzenberg Municipality for the financial year 2020/2021 and the indicative budget for the two years 2021/2022 and 2022/2023 that have been tabled by the Executive Mayor in Council.”

The Municipal Finance Management Act No. 56 of 2003 (MFMA) and National Treasury MFMA Circular No. 13 require that municipalities must prepare a Service Delivery Budget Implementation Plan (SDBIP) indicating how the budget and the strategic objectives of Council will be implemented. The SDBIP is prepared in terms of Section 53(1)(c)(ii) of the Municipal Finance Management Act (MFMA), National Treasury MFMA Circular No. 13 and the Budgeting and Reporting Regulation.

The Top Layer of the SDBIP must be submitted for approval to the Mayor within 14 days after the approval of the budget. The Top Layer SDBIP must be approved by the Mayor within 28 days after the budget has been approved to ensure compliance with the above-mentioned legislation and published on the municipal website. The Mayor approved the 2020/21 Top Layer SDBIP on 10th June 2020.

The Final Top Layer SDBIP for 2020/2021 is attached as **annexure 8.1.8.**”

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Final Top Layer SDBIP for 2020/2021.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the Final Top Layer SDBIP for 2020/2021 be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Final Top Layer SDBIP for 2020/2021 be held in abeyance until the next meeting.

8.1.9 Supply Chain Management: Paragraph 7(4) Quarterly Report ending 31 March 2020: Implementation of Supply Chain Management Policy (9/1/2/2)

Item 7.1.5 of the Executive Mayoral Committee meeting, held on 24 August 2020, refers.

The Paragraph 7(4) Quarterly Report ending 31 March 2020 on the implementation of the Supply Chain Management Policy, dated 3 April 2020, is attached as **annexure 8.1.9.**

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the Paragraph 7(4) Quarterly Report ending 31 March 2020 on the implementation of the Supply Chain Management Policy.

- (b) that the report supra (a) be made available to the public in terms of Section 21A of the Municipal Systems Act (Act no. 32 of 2000) after being tabled to Council.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the Paragraph 7(4) Quarterly Report ending 31 March 2020 on the implementation of the Supply Chain Management Policy be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Paragraph 7(4) Quarterly Report ending 31 March 2020 on the implementation of the Supply Chain Management Policy be held in abeyance until the next meeting.

8.1.10 Supply Chain Management: Paragraph 7(4) Quarterly Report ending 30 June 2020: Implementation of Supply Chain Management Policy (9/1/2/2)

Item 7.1.6 of the Executive Mayoral Committee meeting, held on 24 August 2020, refers.

The Paragraph 7(4) Quarterly Report ending 30 June 2020 on the implementation of the Supply Chain Management Policy, dated 3 July 2020, is attached as **annexure 8.1.10**.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the Paragraph 7(4) Quarterly Report ending 30 June 2020 on the implementation of the Supply Chain Management Policy.
- (b) that the report supra (a) be made available to the public in terms of Section 21A of the Municipal Systems Act (Act no. 32 of 2000) after being tabled to Council.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the Paragraph 7(4) Quarterly Report ending 30 June 2020 on the implementation of the Supply Chain Management Policy be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Paragraph 7(4) Quarterly Report ending 30 June 2020 on the implementation of the Supply Chain Management Policy be held in abeyance until the next meeting.

8.1.11 Review IDP and Budget Process Plan for 2021/2022 (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
2	Strategizing
3	Preparing
4	Tabling
5	Approving
6	Finalising

In capturing the above steps, this IDP and 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 Process Plan for the 2021/2022 Review IDP and Budget cycle is attached as **annexure 8.1.11**.

UNANIMOUSLY RESOLVED

- (a) *That the IDP and Budget Process Plan for 2021/2022 be approved.*
- (b) *That in the event of any changes with regard to the dates of the Process Plan, the Municipal Manager be mandated to change same after consultation with the Executive Mayor.*

8.1.12 Finance: Adjustment Budget 2020/2021
(5/1/19)

Item 8.2.2 of the Executive Mayoral Committee meeting, held on 24 August 2020, refers.

The following documents are attached:

- (a) Memorandum from Acting Director: Finance, dated 17 August 2020: **Annexure 8.1.12(a)**.
- (b) Adjustment Budget 2020/2021 to 2022/2023: **Annexure 8.1.12(b)**.
- (c) Adjustment Budget schedules: **Annexure 8.1.12(c)**.

The Acting Director: Finance tabled the Adjustment Budget for 2020/2021. The following matters/questions/answers and remarks were highlighted:

- That it was noted that monies for investment are banked in the primary account and it raised concerns of red flags that the municipality utilises investment capital to cover municipal expenses.
- The Acting Director: Finance will submit a written report on the above enquiry. However he explained the municipality ended on a balance for 2019/2020. R34 million is not covered from revenue generated for the current financial year, but funding from the previous financial year. The municipality will cover additional from own funding from the previous year after taken out unspent grants and all liabilities. Surplus cash is being used to fund expenditures for 2020/2021.
- Collection rate currently 88 % . All operational expenditures are tightened. A full assessment will be given with the half-year report. The roll-over budget is in terms of monies of the previous year.
- The municipality received R800 000-00 from the Provincial government for humanitarian relief.

The Executive Mayoral Committee resolved on 24 August 2020 to recommend to Council:

That the Adjustment Budget of Witzenberg Municipality for the financial year 2020/2021 as set out in the budget documents be approved:

- (i) Table B1 - Budget summary;
- (ii) Table B2 Adjustments Budget Financial Performance (by standard classification);
- (iii) Table B3 – Budgeted Financial performance (Revenue and Expenditure) by Vote;
- (iv) Table B4 Adjustments Budget Financial Performance (revenue by source);
- (v) Table B5 – Budgeted Capital Expenditure by Vote, standard classification and funding.
- (vi) And all other budget supporting schedules as required.

The Acting Director: Finance tabled the Adjustment Budget 2020/2021. The following matters/questions/answers and/or remarks were highlighted:

- An enquiry was raised regarding the R100 000-00 received from the Cape Winelands District Municipality for route development.

The Acting Chief Financial Officer responded that the capital can only be spent for the intended purposes and has not yet been spent. The capital will be part of the roll-over budget for route development.

- Questions were raised regarding spending of ward allocations and what is the possibility that the said capital can be rolled over.

The Municipal Manager responded that roll-overs will only be for projects. The collection rate dropped to 88 % and the current shortfall is R27 million, and the indication is that it will increase to R34 million. We need to build our balance.

- Clarity was requested with regard to a sentence in the minutes of the previous Mayoral Committee meeting, regarding “red flags”.

The Acting Chief Financial Officer responded that no investments are currently made and all investments are in the primary bank account. The shortfall will be covered from the 2019/2020 financial year, which is the capital in the bank account.

A remark was made that 27 % of the municipal revenue comes from grants. The remainder comes from own collection. Due to the influence of COVID-19 the municipal revenue is down and difficult to collect. This is a red flag. Savings are important, because we are in a downward spiral with our finances. An analysis must be done to find other income streams and to cut on expenses.

- It was asked whether the 88 % collection rate is good or bad. What impact does the 88 % have on the municipality?

The Municipal Manager responded that if the forecast for the collection rate is 94 %, but the collection rate is 88 %, it is bad. Any amount above 94 % is good and a surplus fund. We need to save wherever we can. We plan pro-actively a community visit by end of September 2020 and give notice that credit control will be applied. National Government made a call during lockdown that municipalities not apply credit control and it was taken up in the regulations. Indications were made that an extra share of the Equitable Share will be provided. However, this is too little to cover the shortfall.

UNANIMOUSLY RESOLVED

That the Adjustment Budget of Witzenberg Municipality for the financial year 2020/2021 as set out in the budget documents be approved:

- (i) Table B1 - Budget summary;*
- (ii) Table B2 Adjustments Budget Financial Performance (by standard classification);*
- (iii) Table B3 – Budgeted Financial performance (Revenue and Expenditure) by Vote;*
- (iv) Table B4 Adjustments Budget Financial Performance (revenue by source);*
- (v) Table B5 – Budgeted Capital Expenditure by Vote, standard classification and funding.*
- (vi) And all other budget supporting schedules as required.*

8.2 Direktoraat Tegniëse Dienste / Directorate Technical Services

**8.2.1 Terms of reference for a Recycling Forum for Witzenberg Municipality
(17/3/2)**

The following items refer:

- (a) Item 7.3 of the meeting of the Committee for Technical Services, held on 20 November 2019.
- (b) Item 7.2.2 of the Executive Mayoral Committee meeting, held on 23 January 2020.
- (c) Item 8.2.1 of the Council meeting, held on 25 February 2020.

A memorandum from the Senior Superintendent: Solid Waste and Cleansing Services, dated 30 September 2019, is attached as **annexure 8.2.1**.

The Committee for Technical Services resolved on 20 November 2019 to recommend to the Executive Mayoral Committee and Council:

that the Terms of Reference for a Recycling Forum for Witzenberg Municipality be approved by Council.

The Municipal Manager mentioned that a delegation from the town Essen in Belgium, with whom Witzenberg Municipality has a twinning agreement, will be visiting Witzenberg Municipality from 5 February 2020 in respect of recycling. The idea of the municipality is to support the smaller recycling companies, and this is all in line with the proposed Executive Mayoral strategic session.

The Executive Mayoral Committee resolved on 23 January 2020 to recommend to Council that the Terms of Reference for a Recycling Forum for Witzenberg Municipality be approved by Council.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Terms of Reference for a Recycling Forum for Witzenberg Municipality be approved by Council.

Council unanimously resolved on 25 February 2020 that the matter in respect of the Terms of Reference for a Recycling Forum for Witzenberg Municipality be held in abeyance until the next meeting.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Terms of Reference for a Recycling Forum for Witzenberg Municipality be approved by Council.

UNANIMOUSLY RESOLVED

that the matter regarding the Terms of Reference for a Recycling Forum for Witzenberg Municipality be held in abeyance until the next meeting.

8.2.2 Policy for Work and the Installation of Services in the Road Reserve (16/04/4/6)

The following items refer:

- (a) Item 7.4 of the meeting of the Committee for Technical Services, held on 20 November 2019.
- (b) Item 7.2.3 of the Executive Mayoral Committee meeting, held on 23 January 2020.
- (c) Item 8.2.2 of the Council meeting, held on 25 February 2020.

The following documents are attached:

- (a) Memorandum from the Manager: Streets and Storm Water, dated 4 November 2019: **Annexure 8.2.2(a)**.
- (b) Policy for Work and the Installation of Services in the Road Reserve: **Annexure 8.2.2(b)**.
- (c) Appendix A: List of Active Network Licensees in Witzenberg municipal area: **Annexure 8.2.2(c)**.
- (d) Appendix B: Road works signing for urban streets: **Annexure 8.2.2(d)**.
- (e) Appendix C: DCP Test Result Sheet: **Annexure 8.2.2(e)**.
- (f) Appendix D: Occupational Health and Safety Specification for Construction Works Contracts: **Annexure 8.2.2(f)**.
- (g) Form 1: Way leave Application Form, Form 1.1: Undertaking / Indemnity and Form 1.2: Certificate of Inspection and completion: **Annexure 8.2.2(g)**.

The Committee for Technical Services resolved on 20 November 2019 to recommend to the Executive Mayoral Committee and Council:

that the Policy for Work and the Installation of Services in the Road Reserve be workshopped by Council and after that be tabled to Council for adoption.

The Executive Mayoral Committee resolved on 23 January 2020 to recommend to Council that the Policy for Work and the Installation of Services in the Road Reserve be workshopped by Council and after that be tabled to Council for adoption.

The following recommendation was tabled to Council:

that the Policy for Work and the Installation of Services in the Road Reserve, after consideration, be approved and adopted by Council.

Council unanimously resolved on 25 February 2020 that the matter in respect of the Policy for Work and the Installation of Services in the Road Reserve be workshopped by Council and after that be submitted for consideration.

The following recommendation was tabled to Council:

that the Policy for Work and the Installation of Services in the Road Reserve, after consideration, be approved and adopted by Council.

UNANIMOUSLY RESOLVED

that the matter regarding the Policy for Work and the Installation of Services in the Road Reserve be held in abeyance until the next meeting.

8.2.3 Application to install solar panels: De Keur, Schoonvlei and Uitzicht farm, Ceres (16/3/4/1)

The following items refer:

- (a) Item 7.2.5 of the Executive Mayoral Committee meeting, held on 4 December 2019.
- (b) Item 7.2.1 of the Executive Mayoral Committee meeting, held on 24 February 2020.
- (c) Item 7.2.1 of the Executive Mayoral Committee meeting, held on 23 March 2020.
- (d) Item 7.2.1 of the Executive Mayoral Committee meeting, held on 24 August 2020.

A memorandum from the Senior Manager: Electro-Technical Services, dated 15 November 2019, is attached as **annexure 8.2.3**.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the report regarding the De Keur, Schoonvlei and Uitzicht farm (Tommie Prins) applications to install SSEG plants.
- (b) that the application of De Keur for the installation of 75 kWp solar panels in Schoonvlei and the application of Tommie Prins for the installation of 50 kWp solar panels on the farm Uitzicht be approved.
- (c) That a condition of approval will be that all excess energy must be fed back into the municipal network free or charge until such time that a refit tariff is implemented by the municipality.

The Executive Mayoral Committee resolved on 4 December 2019 that the matter regarding the applications of De Keur and Uitzicht Farm to install solar panels be held in abeyance.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the report regarding the De Keur, Schoonvlei and Uitzicht farm (Tommie Prins) applications to install SSEG plants.
- (b) that the application of De Keur for the installation of 75 kWp solar panels in Schoonvlei and the application of Tommie Prins for the installation of 50 kWp solar panels on the farm Uitzicht be approved.

- (c) That a condition of approval will be that all excess energy must be fed back into the municipal network free or charge until such time that a refit tariff is implemented by the municipality.

The Executive Mayoral Committee resolved on 24 February 2020 that the matter regarding the applications of De Keur, Schoonvlei and Uitzicht Farm, Ceres to install solar panels be held in abeyance until the next meeting.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the report regarding the De Keur, Schoonvlei and Uitzicht farm (Tommie Prins) applications to install SSEG plants.
- (b) that the application of De Keur for the installation of 75 kWp solar panels in Schoonvlei and the application of Tommie Prins for the installation of 50 kWp solar panels on the farm Uitzicht be approved.
- (c) that a condition of approval will be that all excess energy must be fed back into the municipal network free or charge until such time that a refit tariff is implemented by the municipality.

The Executive Mayoral Committee resolved on 23 March 2020 that the matter regarding the applications of De Keur, Schoonvlei and Uitzicht Farm, Ceres to install solar panels be held in abeyance until the next meeting.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the report regarding the De Keur, Schoonvlei and Uitzicht farm (Tommie Prins) applications to install SSEG plants.
- (b) that the application of De Keur for the installation of 75 kWp solar panels in Schoonvlei and the application of Tommie Prins for the installation of 50 kWp solar panels on the farm Uitzicht be approved.
- (c) that a condition of approval will be that all excess energy must be fed back into the municipal network free or charge until such time that a refit tariff is implemented by the municipality.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the applications of De Keur, Schoonvlei and Uitzicht Farm, Ceres to install solar panels be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the applications of De Keur, Schoonvlei and Uitzicht Farm, Ceres to install solar panels be held in abeyance until the next meeting.

8.2.4 Phillip Street from Van Riebeeck to Owen Street, Ceres: Permanently changing to one-way street (17/07/4/2)

The following items refer:

- (a) Item 7.3 of the meeting of the Committee for Technical Services, held on 22 July 2020.
- (b) Item 7.2.2 of the Executive Mayoral Committee meeting, held on 24 August 2020.

A memorandum from the Senior Manager: Streets and Storm Water, dated 11 February 2020, is attached as **annexure 8.2.4**.

The Committee for Technical Services resolved on 22 July 2020 to recommend to the Executive Mayoral Committee and Council:

- (a) that Phillip Street, Ceres (from Van Riebeeck to Owen Street) be changed to a one-way street in an easterly direction to distribute departing vehicles from the school to the Voortrekker/Owen Street signalised intersection.
- (b) that formal parallel parking bays be provided on the southern side of the road.
- (c) that the required road signs and signage for one way streets be placed according to the Southern African Traffic Signs Manual.
- (d) that in accordance with Provincial Gazette for Western Cape no. 6307 of 14 October 2005, Witzenberg Municipality: Bylaw Relating to Streets, Section 35(2) notice be given of such intention in the local newspaper in at least two official languages.
- (e) that in accordance with Provincial Gazette for Western Cape no. 6307 of 14 October 2005, Witzenberg Municipality: Bylaw Relating to Streets, Section 35(3), any objection against the intended action must be delivered in writing to the Municipal Manager within 30 days from the date of notification for submission to Council to decide upon it.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that Phillip Street, Ceres (from Van Riebeeck to Owen Street) be changed to a one-way street in an easterly direction to distribute departing vehicles from the school to the Voortrekker/Owen Street signalised intersection.
- (b) that formal parallel parking bays be provided on the southern side of the road.
- (c) that the required road signs and signage for one way streets be placed according to the Southern African Traffic Signs Manual.
- (d) that in accordance with Provincial Gazette for Western Cape no. 6307 of 14 October 2005, Witzenberg Municipality: Bylaw Relating to Streets, Section 35(2) notice be given of such intention in the local newspaper in at least two official languages.

- (e) that in accordance with Provincial Gazette for Western Cape no. 6307 of 14 October 2005, Witzenberg Municipality: Bylaw Relating to Streets, Section 35(3), any objection against the intended action must be delivered in writing to the Municipal Manager within 30 days from the date of notification for submission to Council to decide upon it.

The Executive Mayoral Committee resolved on 24 August 2020 to recommend to Council that the matter regarding permanently changing Phillip Street, Ceres to a one-way street be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding permanently changing Phillip Street, Ceres to a one-way street be held in abeyance until the next meeting.

**8.2.5 Zoning Scheme By-Law for Witzenberg
(15/4/P)**

The following items refer:

- (a) Item 8.2.4 of the Council meeting, held on 31 July 2019.
(b) Item 7.1 of the meeting of the Committee for Technical Services, held on 22 July 2020.
(c) Item 7.2.3 of the Executive Mayoral Committee meeting, held on 24 August 2020.

Council unanimously resolved on 31 July 2019:

- (a) That Council takes cognisance of the fact that in terms of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2014) a single land use scheme needs to be implemented no later than 30 June 2020.
(b) That the draft Witzenberg Zoning Scheme By-Law be approved in principle and the process be followed for adoption of same.
(c) That in terms of Section 12(3)(b) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) the proposed draft Witzenberg Zoning Scheme By-Law be published for public comment.
(d) That the proposed draft Witzenberg Zoning Scheme By-Law and any comments received during public participation be submitted to Council for consideration and final adoption.

The following documents are attached:

- (a) Memorandum from Manager: Town Planning and Building Control, dated 6 July 2020: **Annexure 8.2.5(a)**.
(b) Zoning maps: **Annexure 8.2.5(b)**.

The Committee for Technical Services resolved on 22 July 2020 to recommend to the Executive Mayoral Committee and Council:

that the Witzenberg Zoning Scheme By-Law and zoning maps, set out in annexures 7.1(a) and (b), be adopted in terms of Section 24 of the Spatial Planning and Land Use Management Act (Act 16 of 2013), Section 22 of the Western Cape Land Use Planning Act (Act 3 of 2014) and Section 12 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000).

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that the Witzenberg Zoning Scheme By-Law and zoning maps, set out in annexures (a) and (b), be adopted in terms of Section 24 of the Spatial Planning and Land Use Management Act (Act 16 of 2013), Section 22 of the Western Cape Land Use Planning Act (Act 3 of 2014) and Section 12 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000).

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the Zoning Scheme By-Law for Witzenberg be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Zoning Scheme By-Law for Witzenberg be held in abeyance until the next meeting.

8.2.6 Approval of Draft Witzenberg Electrical By-Laws (16/P)

The following items refer:

- (a) Item 7.2 of the meeting of the Committee for Technical Services, held on 22 July 2020.
- (b) Item 7.2.4 of the Executive Mayoral Committee meeting, held on 24 August 2020.

A memorandum from the Senior Manager: Electro-Technical Services, dated 19 February 2020, is attached as **annexure 8.2.6**.

The Committee for Technical Services resolved on 22 July 2020:

- (a) that the Committee for Technical Services takes notice of the report in respect of the Draft Witzenberg Electrical By-laws and accept same.
- (b) that the Committee for Technical Services recommends to the Executive Mayoral Committee and Council:
 - (i) that a Council Workshop be held to discuss the proposed Electricity By-laws.
 - (ii) that Council grant approval that the Director: Technical Services can proceed with the process of advertising and public participation of the Electrical By-laws.
 - (iii) that the old electricity by-laws of the municipality be repealed.

- (iv) that the Draft Witzenberg Electrical By-laws, after the above process be submitted to Council for adoption and promulgation.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (i) that a Council workshop be held to discuss the proposed Electricity By-laws.
- (ii) that Council grants approval that the Director: Technical Services can proceed with the process of advertising and public participation of the Electrical By-laws.
- (iii) that the old Electricity By-laws of the municipality be repealed.
- (iv) that the Draft Witzenberg Electrical By-laws, after the above process, be submitted to Council for adoption and promulgation.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the Draft Witzenberg Electrical By-Laws be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Draft Witzenberg Electrical By-Laws be held in abeyance until the next meeting.

8.3 Direktoraat Gemeenskapsdienste / Directorate Community Services

**8.3.1 Housing: Witzenberg Municipal Housing Pipeline for 2019/2020
(05/06/1)**

The following items refer:

- (a) Item 9.1.4 of the meeting of the Committee for Housing Matters, held on 6 September 2018.
- (b) Item 7.3.5 of the Executive Mayoral Committee meeting held on 30 October 2018.
- (c) Item 8.3.7 of the Council meeting, held on 31 October 2018.
- (d) Item 7.3.1 of the Executive Mayoral Committee meeting, held on 27 May 2019.
- (e) Item 8.3.1 of the Council meeting, held on 30 May 2019.
- (f) Item 7.3.1 of the Executive Mayoral Committee meeting held on 29 July 2019.
- (g) Item 8.3.1 of the Council meeting, held on 31 July 2019.
- (h) Item 7.3.1 of the Executive Mayoral Committee meeting held on 24 October 2019.
- (i) Item 8.3.1 of the Council meeting, held on 30 October 2019.
- (j) Item 7.3.1 of the Executive Mayoral Committee meeting, held on 23 March 2020.
- (k) Item 7.3.1 of the Executive Mayoral Committee meeting, held on 24 August 2020.

A memorandum from the Manager: Housing, dated 6 August 2018, is attached as **annexure 8.3.1**.

The Committee for Housing Matters resolved on 6 September 2018 to recommend to the Executive Mayoral Committee and Council:

that the Witzenberg Municipal Housing Pipeline for 2018/2019 be endorsed by Council.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that the Witzenberg Municipal Housing Pipeline for 2018/2019 be endorsed by Council.

The Executive Mayoral Committee resolved on 30 October 2018 that the matter regarding the Witzenberg Municipal Housing Pipeline for 2018/2019 be held in abeyance until the next meeting.

Council unanimously resolved on 31 October 2019 that the matter regarding the Witzenberg Municipal Housing Pipeline for 2018/2019 be held in abeyance until the next meeting.

The following recommendation was tabled to the Executive Mayoral Committee on 27 May 2019:

That the Executive Mayoral Committee recommends to Council:

that the Witzenberg Municipal Housing Pipeline for 2018/2019 be endorsed by Council.

The Executive Mayoral Committee resolved on 27 May 2019:

That the Executive Mayoral Committee recommends to Council:

that the matter in respect of the Witzenberg Municipal Housing Pipeline for 2018/2019 be held in abeyance until the next meeting.

Council unanimously resolved on 30 May 2019 that the matter in respect of the Witzenberg Municipal Housing Pipeline for 2018/2019 be held in abeyance until the next meeting.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that the Witzenberg Municipal Housing Pipeline for 2018/2019 be endorsed by Council.

The Executive Mayoral Committee resolved on 29 July 2019:

That the Executive Mayoral Committee recommends to Council:

that the matter in respect of the Witzenberg Municipal Housing Pipeline for 2018/2019 be held in abeyance until the next meeting.

Council unanimously resolved on 31 July 2019 that the matter regarding the Witzenberg Municipal Housing Pipeline for 2018/2019 be held in abeyance until the next meeting.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that the Witzenberg Municipal Housing Pipeline for 2018/2019 be endorsed by Council.

The Executive Mayoral Committee resolved on 24 October 2019 to recommend to Council that the matter in respect of the Witzenberg Municipal Housing Pipeline for 2019/2020 be held in abeyance until the next meeting.

Council unanimously resolved on 30 October 2019 that the matter in respect of the Witzenberg Municipal Housing Pipeline for 2019/2020 be held in abeyance until the next meeting.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that the Witzenberg Municipal Housing Pipeline for 2019/2020 be endorsed by Council.

The Executive Mayoral Committee resolved on 23 March 2020 that the matter in respect of the Witzenberg Municipal Housing Pipeline for 2019/2020 be held in abeyance until the next meeting.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that the Witzenberg Municipal Housing Pipeline for 2019/2020 be endorsed by Council.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter in respect of the Witzenberg Municipal Housing Pipeline for 2019/2020 be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter in respect of the Witzenberg Municipal Housing Pipeline for 2019/2020 be held in abeyance until the next meeting.

**8.3.2 Draft Air Quality Management Plan: Review 2019
(17/1/4/P)**

Item 7.3.2 of the Executive Mayoral Committee meeting, held on 23 March 2020, refers.

The following memorandum, dated 22 November 2019, was received from the Environmental Officer, Mr B Isaacs:

“Background

The Air Quality Management Plan has to be reviewed every five years. The last time the Plan was tabled to and approved by Council was 28 May 2014. The Plan was tabled to Council per item 8.3.4 of 30 October 2019 and Council took notice of same.

Deliberation

The Plan was made available to the public on the municipal website and at the various libraries and municipal offices and also to the Department of Environment, Fisheries and Forestry (the former Department of Environmental Affairs and Development Planning) for comments. The inputs of the said Department were taken up in the Plan.

The amended Draft Air Quality Management Plan Review 2019 is attached as **annexure 8.3.2.**”

The Executive Mayoral Committee resolved on 23 March 2020 to recommend to Council that the Draft Air Quality Management Plan (AQMP) Review 2019 be approved.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Draft Air Quality Management Plan (AQMP) Review 2019 be approved.

UNANIMOUSLY RESOLVED

that the matter regarding the Draft Air Quality Management Plan (AQMP) Review 2019 be held in abeyance until the next meeting.

8.3.3 Allocation of land for informal traders: Tulbagh (17/18/1)

The following items refer:

- (a) Item 8.1 of the meeting of the Committee for Local Economic Development and Tourism, held on 20 November 2019.
- (b) Item 7.3.3 of the Executive Mayoral Committee meeting, held on 23 March 2020.
- (c) Item 7.3.2 of the Executive Mayoral Committee meeting, held on 24 August 2020.

The following report, dated 20 November 2019, was received from the Municipal Manager:

“Purpose

To request the Executive Mayoral Committee to recommend to Council to consider demarcating a trading place for the informal traders in Van der Stel Street, Tulbagh.

Background

In terms of the Municipal By-Law a person may only trade in an area as demarcated by the municipal Council. The informal areas demarcated in Tulbagh are in Market and Piet Retief Streets and Karee Street, Witzenville. See in this regard the following documents:

- (a) Council resolution 8.3.1 of 5 December 2017: **Annexure 8.3.3(a)**.
- (b) Memorandum from the Director: Community Services, dated 1 September 2017: **Annexure 8.3.3(b)**.

The municipality has in recent times received complaints from the formal business sector of the informal traders trading in areas outside of the demarcated areas provided for in the Municipal By-Law. This has resulted in the Law Enforcement acting against the informal traders by issuing fines. The informal traders initially approached the Ward Councillor to assist them. Councillor Sidego in turn referred the matter to the Portfolio Chairperson for Local Economic Development, Councillor Abrahams, to deal with the matter. Councillor Abrahams facilitated a meeting with the traders on 6 November 2019. A copy of the minutes is attached as **annexure 8.3.3(c)**. The traders are requesting that they be allowed to do business in town, because most of their customers are basically farmworkers from the surrounding farms. The traders have identified inter alia a church property in the main road as well as a portion of the sidewalk in Van der Stel Street. The areas previously demarcated in terms of the current By-Law were during the time of community members receiving SASSA grants at some of the community facilities. This practice has, however, come to an end, because most of the recipients of grants are being paid via banking institutions. This has made the trading places dormant and not financially viable. Part of the LED mission is to uplift the previously disadvantaged community and to grow and assist economic entrepreneurs. The request is that Council considers making an area available where the informal traders can be accommodated.”

The Committee for Local Economic Development and Tourism resolved on 20 November 2019:

- (a) that the Manager: Town Planning and Building Control, the Acting Manager: Socio-Economic Development and the Committee for Local Economic Development and Tourism to undertake a site inspection of the area in front of the “Ou Sendingkerk”, Van der Stel Street, Tulbagh for the purpose of informal trading.

- (b) that the Committee for Local Economic Development and Tourism recommends to the Executive Mayoral Committee and Council:

that Council considers demarcating a trading place for informal trading in Van der Stel Street, Tulbagh.

A memorandum from the Acting Manager: Socio-Economic Development, dated 2 March 2020, is attached as **annexure 8.3.3(d)**.

The matter was tabled to the Executive Mayoral Committee for consideration of demarcating a trading space for informal trading in the area of the "Old Sendingkerk" in Tulbagh.

The Executive Mayoral Committee resolved on 23 March 2020 that the matter in respect of the allocation of land for informal traders in Tulbagh be held in abeyance until the next meeting.

The matter was tabled to the Executive Mayoral Committee for consideration of demarcating a trading space for informal trading in the area of the "Old Sendingkerk" in Tulbagh.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the demarcation of a trading space for informal trading in Tulbagh be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the demarcation of a trading space for informal trading in Tulbagh be held in abeyance until the next meeting.

8.3.4 Witzenberg Municipality: Invasive Species Monitoring, Control and Eradication Plans for Prince Alfred's Hamlet and Op-die-Berg (17/9/2)

The following items refer:

- (a) Item 7.1 of the meeting of the Committee for Community Development, held on 21 November 2019.
- (b) Item 7.3.3 of the Executive Mayoral Committee meeting, held on 23 January 2020.

A memorandum from the Manager: Amenities and Environment, dated 24 October 2019, is attached as **annexure 8.3.4(a)**.

The Committee for Community Development resolved on 21 November 2019 to recommend to the Executive Mayoral Committee and Council.

- (a) that Messrs Aurecon Pty (Ltd) be invited to the next Council meeting to do a presentation regarding the final draft plans of the Prince Alfred's Hamlet and Op-die-Berg commonage.
- (b) that the Invasive Species Monitoring, Control and Eradication Plans for Prince Alfred's Hamlet and Op-die-Berg commonage be approved.

The Executive Mayoral Committee resolved on 23 January 2020 to recommend to Council:

- (a) that Messrs Aurecon Pty (Ltd) be invited to the next Council meeting to do a presentation regarding the final draft plans of the Prince Alfred's Hamlet and Op-die-Berg commonage.
- (b) that the Invasive Species Monitoring, Control and Eradication Plans for Prince Alfred's Hamlet and Op-die-Berg commonage be approved.

A further memorandum from the Manager: Amenities and Environment, dated 14 February 2020, is attached as **annexure 8.3.4(b)**.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Invasive Species Monitoring, Control and Eradication Plans for Prince Alfred's Hamlet and Op-die-Berg commonage be approved.

UNANIMOUSLY RESOLVED

that the matter regarding the Invasive Species Monitoring, Control and Eradication Plans for Prince Alfred's Hamlet and Op-die-Berg commonage be held in abeyance.

8.3.5 Housing: Approval of street names for Vredebekes Housing Project (16/4/6)

The following items refer:

- (a) Item 9.1.5 of the meeting of the Committee for Housing Matters, held on 15 October 2019.
- (b) Item 9.1.1 of the meeting of the Committee for Housing Matters, held on 19 November 2019.
- (c) Item 7.6 of the meeting of the Committee for Technical Services, held on 20 November 2019.
- (d) Item 9.2.1 of the meeting of the Committee for Housing Matters, held on 27 February 2020.
- (e) Item 7.3.3 of the Executive Mayoral Committee meeting, held on 24 August 2020.

The Committee for Housing Matters resolved on 15 October 2019:

- (a) that the proposed street names for Wards 1 and 5 of the Vredebekes Housing Project be approved and referred to the Committee for Technical Services.
- (b) that the proposed street names for Ward 12 be held in abeyance until the next meeting of the Committee for Housing Matters.

The Committee for Housing Matters resolved on 19 November 2019 that the matter in respect of the approval of street names for Ward 12 of the Vredebes Housing Project be referred to Council for consideration.

The Committee for Technical Services resolved on 20 November 2019 that the matter in respect of the approval of street names for Wards 1 and 5 of the Vredebes Housing Project be held in abeyance pending comments from the Manager: Town Planning and Building Control.

The Manager: Town Planning and Building Control commented on 3 February 2020 that he does not need to comment on the street names itself. After being approved, the street names must be submitted to his department to be placed on the street map.

The following documents are attached:

- (a) Memorandum from Manager: Housing with the proposed street names, dated 4 October 2019: **Annexure 8.3.5(a)**.
- (b) Policy: Naming and renaming of streets: **Annexure 8.3.5(b)**.

The Committee for Housing Matters resolved on 27 February 2020 to recommend to the Executive Mayoral Committee and Council:

- (a) that the following proposed street names for Ward 1 of the Vredebes Housing Project, after consideration, be approved and submitted to the Manager: Town Planning and Building Control to be placed on the street map:

- (i) Steve Biko Street
- (ii) Lilian Ngoyi Street
- (iii) Govin Mbeka Street
- (iv) Hector Petersen Street
- (v) Walter Sisulu Street
- (vi) Winnie Mandela Street
- (vii) Albert Luthuli Street
- (viii) Langalibalele Dube Street
- (ix) Enox Stonga Street

- (b) that the following proposed street names for Ward 5 of the Vredebes Housing Project, after consideration, be approved and submitted to the Manager: Town Planning and Building Control to be placed on the street map:

- (i) Kankerbos Street
- (ii) Jakkalsbos Street
- (iii) Skilpadbossie Street
- (iv) Kapokbossie Street
- (v) Kouterbossie Street
- (vi) Pienk-Kiesieblaar Street
- (vii) Kamferbos Street
- (viii) Blouaalwyn Street
- (ix) Plakkie-Pigs Ears Street
- (x) Rooi-ysplant Street
- (xi) Botterblom Street
- (xii) Rooi vygie Street
- (xiii) Mossienes Street
- (xiv) Bitterbos Street

- (xv) Bloublommetjie Street
- (xvi) Viooltjie Street
- (xvii) Kinkelblaar Street
- (xviii) Kanniedood Street
- (xix) Hawergras Street
- (xx) Witsparril Street
- (xxi) Babriena Street
- (xxii) Witstorm Street
- (xxiii) Perdebossie Street
- (xxiv) Polygala Street
- (xxv) Klein Skilpadbos Street
- (xxvi) Klawergras Street
- (xxvii) Soetdoring Street
- (xxviii) Klipvygie Street
- (xxix) Brakeveldvygie Street
- (xxx) Rolbos Street
- (xxxi) Knipsoutbos Street
- (xxxii) Vaalbrakbossie Street
- (xxxiii) Karoogroen Gogga Street
- (xxxiv) Purple Kalkoentjie Street
- (xxxv) Gouesterretjie Street
- (xxxvi) Geldbeursie Street
- (xxxvii) Bokkool Street
- (xxxviii) Roggras Street

- (c) that the following proposed street names for Ward 12 of the Vredebes Housing Project, after consideration, be approved and submitted to the Manager: Town Planning and Building Control to be placed on the street map:

- (i) Thuma Mina Street
- (ii) Amos Delato Street
- (iii) Patrick Hinana Street
- (iv) Elizabeth Mbangula-Mrwetyana Street
- (v) Ginger Gqalagha Street
- (vi) Zola Mdala Street
- (vii) Ntsiki Lalapi Street
- (viii) Trea Manjiya Street
- (ix) Wilson Skisazana Street
- (x) Mkhwemnte T Street
- (xi) Khauleza Street
- (xii) Vengaye Yisa Street
- (xiii) GT Nongwe Street
- (xiv) Alda Nomjana Street
- (xv) Gqalagha Street

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that the following proposed street names for Ward 1 of the Vredebes Housing Project, after consideration, be approved and submitted to the Manager: Town Planning and Building Control to be placed on the street map:

- (i) Steve Biko Street
- (ii) Lilian Ngoy Street

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- (iii) Govin Mbeka Street
- (iv) Hector Petersen Street
- (v) Walter Sisulu Street
- (vi) Winnie Mandela Street
- (vii) Albert Luthuli Street
- (viii) Langalibalele Dube Street
- (ix) Enox Stonga Street

- (b) that the following proposed street names for Ward 5 of the Vredebes Housing Project, after consideration, be approved and submitted to the Manager: Town Planning and Building Control to be placed on the street map:

- (i) Kankerbos Street
- (ii) Jakkalsbos Street
- (iii) Skilpadbossie Street
- (iv) Kapokbossie Street
- (v) Kouterbossie Street
- (vi) Pienk-Kiesieblaar Street
- (vii) Kamferbos Street
- (viii) Blouaalwyn Street
- (ix) Plakkie-Pigs Ears Street
- (x) Rooi-ysplant Street
- (xi) Botterblom Street
- (xii) Rooivygjie Street
- (xiii) Mossienes Street
- (xiv) Bitterbos Street
- (xv) Bloublommetjie Street
- (xvi) Viooltjie Street
- (xvii) Kinkelblaar Street
- (xviii) Kanniedood Street
- (xix) Hawergras Street
- (xx) Witsparril Street
- (xxi) Babriena Street
- (xxii) Witstorm Street
- (xxiii) Perdebossie Street
- (xxiv) Polygala Street
- (xxv) Klein Skilpadbos Street
- (xxvi) Klawergras Street
- (xxvii) Soetdoring Street
- (xxviii) Klipvygie Street
- (xxix) Brakeveldvygie Street
- (xxx) Rolbos Street
- (xxxi) Knipsoutbos Street
- (xxxii) Vaalbrakbossie Street
- (xxxiii) Karoogroen Gogga Street
- (xxxiv) Purple Kalkoentjie Street
- (xxxv) Gouesterretjie Street
- (xxxvi) Geldbeursie Street
- (xxxvii) Bokkool Street
- (xxxviii) Roggras Street

- (c) that the following proposed street names for Ward 12 of the Vredebes Housing Project, after consideration, be approved and submitted to the Manager: Town Planning and Building Control to be placed on the street map:

- (i) Thuma Mina Street
- (ii) Amos Delato Street
- (iii) Patrick Hinana Street
- (iv) Elizabeth Mbangula-Mrwetyana Street
- (v) Ginger Gqalagha Street
- (vi) Zola Mdala Street
- (vii) Ntsiki Lalapi Street
- (viii) Trea Manjiya Street
- (ix) Wilson Skisazana Street
- (x) Mkhwemnte T Street
- (xi) Khauleza Street
- (xii) Vengaye Yisa Street
- (xiii) GT Nongwe Street
- (xiv) Alda Nomjana Street
- (xv) Gqalagha Street

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that the following proposed street names for Ward 1 of the Vredebes Housing Project, after consideration, be approved and submitted to the Manager: Town Planning and Building Control to be placed on the street map:

- (i) Steve Biko Street
- (ii) Lilian Ngoy Street
- (iii) Govin Mbeka Street
- (iv) Hector Petersen Street
- (v) Walter Sisulu Street
- (vi) Winnie Mandela Street
- (vii) Albert Luthuli Street
- (viii) Langalibalele Dube Street
- (ix) Enox Stonga Street

- (b) that the following proposed street names for Ward 5 of the Vredebes Housing Project, after consideration, be approved and submitted to the Manager: Town Planning and Building Control to be placed on the street map:

- (i) Kankerbos Street
- (ii) Jakkalsbos Street
- (iii) Skilpadbossie Street
- (iv) Kapokbossie Street
- (v) Kouterbossie Street
- (vi) Pienk-Kiesieblaar Street
- (vii) Kamferbos Street
- (viii) Blouaalwyn Street
- (ix) Plakkie-Pigs Ears Street
- (x) Rooi-ysplant Street
- (xi) Botterblom Street
- (xii) Rooivygjie Street

- (xiii) Mossienes Street
- (xiv) Bitterbos Street
- (xv) Bloublommetjie Street
- (xvi) Viooltjie Street
- (xvii) Kinkelblaar Street
- (xviii) Kanniedood Street
- (xix) Hawergras Street
- (xx) Witsparril Street
- (xxi) Babriena Street
- (xxii) Witstorm Street
- (xxiii) Perdebossie Street
- (xxiv) Polygala Street
- (xxv) Klein Skilpadbos Street
- (xxvi) Klawergras Street
- (xxvii) Soetdoring Street
- (xxviii) Klipvygie Street
- (xxix) Brakeveldvygie Street
- (xxx) Rolbos Street
- (xxxi) Knipsoutbos Street
- (xxxii) Vaalbrakbossie Street
- (xxxiii) Karoogroen Gogga Street
- (xxxiv) Purple Kalkoentjie Street
- (xxxv) Gouesterretjie Street
- (xxxvi) Geldbeursie Street
- (xxxvii) Bokkool Street
- (xxxviii) Roggras Street

- (c) that the following proposed street names for Ward 12 of the Vredebes Housing Project, after consideration, be approved and submitted to the Manager: Town Planning and Building Control to be placed on the street map:

- (i) Thuma Mina Street
- (ii) Amos Delato Street
- (iii) Patrick Hinana Street
- (iv) Elizabeth Mbangula-Mrwetyana Street
- (v) Ginger Gqalagha Street
- (vi) Zola Mdala Street
- (vii) Ntsiki Lalapi Street
- (viii) Trea Manjiya Street
- (ix) Wilson Skisazana Street
- (x) Mkhwemnte T Street
- (xi) Khauleza Street
- (xii) Vengaye Yisa Street
- (xiii) GT Nongwe Street
- (xiv) Alda Nomjana Street
- (xv) Gqalagha Street

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding street names for the Vredebes Housing Project, Ceres be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding street names for the Vredebes Housing Project, Ceres be held in abeyance until the next meeting.

8.3.6 Housing: Witzenberg Municipality: Housing Administration Policy (17/4/P)

The following items refer:

- (a) Item 9.1.6 of the meeting of the Committee for Housing Matters, held on 27 February 2020.
- (b) Item 7.3.4 of the Executive Mayoral Committee meeting, held on 24 August 2020.

The Committee for Housing Matters resolved per item 9.1.1(b) of 19 November 2019:

- (i) that the matter in respect of Witzenberg Municipality Housing Administration Policy be held in abeyance and be workshopped by the Committee for Housing Matters.
- (ii) that the matter supra (b) be tabled at a Special meeting of the Committee for Housing Matters for deliberation and a recommendation to Council.

The Housing Administration Policy for Witzenberg Municipality, received from the Municipal Manager, dated 18 February 2020, is attached as **annexure 8.3.6**.

The Committee for Housing Matters resolved on 27 February 2020 to recommend to the Executive Mayoral Committee and Council that the matter in respect of the Witzenberg Municipality Housing Administration Policy be workshopped by Council.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that the matter in respect of the Witzenberg Municipality Housing Administration Policy be workshopped by Council and after that be considered for approval.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the Witzenberg Municipality Housing Administration Policy be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Witzenberg Municipality Housing Administration Policy be held in abeyance until the next meeting.

8.3.7 Welfare: Food hamper distribution: July 2020 (17/16/1)

Item 7.3.5 of the Executive Mayoral Committee meeting, held on 24 August 2020.

A memorandum from the Acting Manager: Socio-Economic Development, dated 16 July 2020, is attached as **annexure 8.3.7**.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the report on the distribution of food hampers during July 2020.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the distribution of food hampers be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the distribution of food hampers be held in abeyance until the next meeting.

8.3.8 Lease of portion of erf 1, Pine Valley, Wolseley: Old Malikhanye Crèche (7/1/4/1)

The following items refer:

- (a) Item 7.1 of the meeting of the Committee for Community Development, held on 23 July 2020.
- (b) Item 7.3.6 of the Executive Mayoral Committee meeting, held on 24 August 2020.

A memorandum from the Acting Manager: Socio-Economic Development, dated 7 July 2020, is attached as **annexure 8.3.8**.

The Committee for Community Development resolved on 23 July 2020:

- (a) That the Committee for Community Development takes notice of the Lease of portion of erf 1, Pine Valley, Wolseley: Old Malikhanye Crèche.
- (b) That the Committee for Community Development recommends to the Executive Mayoral Committee and Council:
 - (i) that Council approves leasing of the building on erf 1, Pine Valley, Wolseley for a period of three (3) years.
 - (ii) that the property to be leased, is not required for the provision of the minimum level of basic services [MFMA Section 14.2(a)].
 - (iii) that, as the fair market value is not applicable due to the economic and community value that are received in exchange for the lease of the asset [MFMA Section 14.2(b)], the exemption of rental charges is considered on condition that the municipality leases the building as it is, and that the lessee does all repair work to the building.
 - (iv) that the Supply Chain process be followed.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that Council approves leasing of the building on erf 1, Pine Valley, Wolseley for a period of three (3) years.
- (b) that the property to be leased, is not required for the provision of the minimum level of basic services [MFMA Section 14.2(a)].
- (c) that, as the fair market value is not applicable due to the economic and community value that are received in exchange for the lease of the asset [MFMA Section 14.2(b)], the exemption of rental charges is considered on condition that the municipality leases the building as it is, and that the lessee does all repair work to the building.
- (d) that the Supply Chain process be followed.

The Executive Mayoral Committee resolved on 24 August 2020 that the matter regarding the lease of a portion of erf 1, Pine Valley, Wolseley be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the lease of a portion of erf 1, Pine Valley, Wolseley be held in abeyance until the next meeting.

8.4 Direktoraat Korporatiewe Dienste / Directorate Corporate Services

**8.4.1 Personnel matters: Retirement Policy: Witzenberg Municipality
(4/2/P & 1/3/1/32)**

The following items refer:

- (a) Item 4.4.1 of the Executive Mayoral Committee meeting, held on 3 October 2019.
- (b) Item 4.4.1 of the Special Council meeting, held on 4 October 2019.
- (c) Item 8.4.4 of the Council meeting, held on 30 October 2019.

The proposed Retirement Policy for Witzenberg Municipality is attached as **annexure 8.4.1**.

The policy was workshopped by Council on 29 May 2019.

The Executive Mayoral Committee resolved on 3 October 2019 to recommend to Council that the Retirement Policy for Witzenberg Municipality, after consideration, be approved and adopted.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Retirement Policy for Witzenberg Municipality, after consideration, be approved and adopted.

Council unanimously resolved on 4 October 2019 that the matter in respect of the Retirement Policy for Witzenberg Municipality be held in abeyance until the next meeting.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Retirement Policy for Witzenberg Municipality, after consideration, be approved and adopted.

Council unanimously resolved on 30 October 2019 that the Retirement Policy for Witzenberg Municipality be workshopped by Council and after that be tabled to Council for approval.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Retirement Policy for Witzenberg Municipality, after consideration, be approved and adopted.

UNANIMOUSLY RESOLVED

that the matter regarding the Retirement Policy for Witzenberg Municipality be held in abeyance until the next meeting.

**8.4.2 Personnel matters: Leave Policy: Witzenberg Municipality
(4/2/P & 1/3/1/32)**

The following items refer:

- (a) Item 4.4.2 of the Executive Mayoral Committee meeting, held on 3 October 2019.
- (b) Item 4.4.2 of the Special Council meeting, held on 4 October 2019.
- (c) Item 8.4.5 of the Council meeting, held on 30 October 2019.

The proposed Leave Policy for Witzenberg Municipality is attached as **annexure 8.4.2**.

The policy was workshopped by Council on 29 May 2019.

The Executive Mayoral Committee resolved on 3 October 2019 to recommend to Council that the Leave Policy for Witzenberg Municipality, after consideration, be approved and adopted.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Leave Policy for Witzenberg Municipality, after consideration, be approved and adopted.

Council unanimously resolved on 4 October 2019 that the matter in respect of the Leave Policy for Witzenberg Municipality be held in abeyance until the next meeting.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Leave Policy for Witzenberg Municipality, after consideration, be approved and adopted.

Council unanimously resolved on 30 October 2019 that the Leave Policy for Witzenberg Municipality be workshopped by Council and after that be tabled to Council for approval.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

that the Leave Policy for Witzenberg Municipality, after consideration, be approved and adopted.

UNANIMOUSLY RESOLVED

that the matter regarding the Leave Policy for Witzenberg Municipality be held in abeyance until the next meeting.

8.4.3 Conferment of Alderman status to Executive Mayor, Councillor BC Klaasen (SP/Klaasen BC)

The following memorandum, dated 18 August 2020, was received from the Municipal Manager:

Purpose

To recommend to Council conferring Alderman status to the Executive Mayor, Councillor Barnito Klaasen.

Deliberation

In terms of Council's policy on the Conferment of Aldermanship on Councillors, Alderman / Alderlady status will be conferred on a Councillor if such Councillor has obtained 20 points during his/her term of office as a political office bearer. The Executive Mayor, Councillor Barnito Klaasen, was inducted as a Councillor on 26 September 2009. The Executive Mayor served as a member of the Executive Committee from 26 June 2011 until 26 February 2013. Councillor Klaasen was elected as Executive Mayor on 26 September 2015 and continued to serve as Mayor until the term of office came to an end. Councillor Klaasen was again elected as Executive Mayor by this Council on 17 August 2016 and continues to serve as Executive Mayor of Council. Councillor Klaasen has accumulated 23 points and qualifies to be inducted as Alderman of the Witzenberg Council.

Financial implications

None

Legal implications

None."

Councillor T Abrahams congratulated the Executive Mayor, Councillor BC Klaasen, on his achievement as Alderman. The Councillor mentioned that this was due to hard work in the Council and in the community.

The Speaker invited all Councillors to check their individual scoring for Alderman status. If necessary, Councillors may contact him in this regard.

UNANIMOUSLY RESOLVED

- (a) *that Alderman status be conferred on the Executive Mayor, Councillor Barnito Klaasen.*
- (b) *that an appropriate ceremony be conducted to confer the status of Aldermanship on the Executive Mayor, Councillor Barnito Klaasen.*

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA

None

NOTED

10. FORMAL AND STATUTORY MATTERS

**10.1 Feedback on matters of outside bodies
(3/R)**

None

NOTED

11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS

None

NOTED

12. COUNCIL-IN-COMMITTEE