



SPECIAL MEETING OF THE COUNCIL

SPEZIALE VERGADERING VAN DIE RAAD

INTLANGANISO EKHETHEKILEYO YEBHUNGA

MINUTES / NOTULE /

IMIZUZU

**DATE / DATUM / UMHLA : 24 JANUARY / JANUARIE /
JANYUWARI 2018**

**VENUE / PLEK / INDAWO : BANQUETING HALL /
BANKETSAAL**

**CIVIC CENTRE / BURGERSENTRUM / IZIKO LOLUNTU
HERMANUS**

TIME / TYD / IXESHA : 11:13

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

MINUTES OF A SPECIAL MEETING OF THE COUNCIL HELD IN THE BANQUETING HALL, CIVIC CENTRE, HERMANUS, ON 24 JANUARY 2018, AT 11:13


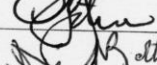
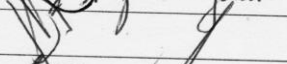




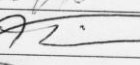
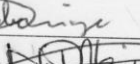
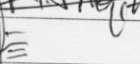


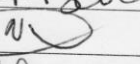
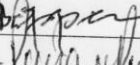
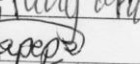



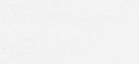

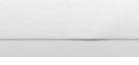


PRESENT: Councillors were present as per attached attendance register.

OFFICIALS PRESENT: Mr C Groenewald, Municipal Manager
Ms D Arrison, Director: Management Services
Ms S Reyneke-Naudé, Director: Finance
Mr N Michaels, Director: Protection Services
Mr S Madikane, Director: LED
Mr R Williams, Director: Community Services
Mr S Müller, Director: Infrastructure & Planning
Mr M Bartman, Deputy Director : Community Services
Mr C le Roux, Deputy Director : Finance
Mr L Smith, Chief : Fire & Rescue & Disaster Management
Mr R Fraser, Chief : Traffic/Licences
Mr H Vorster, Senior Manager : Expenditure & Assets
Mr R Kuchar, Senior Manager : Town Planning
Mr D Lakey, Senior Manager : Kleinmond
Mr F Myburgh, Senior Manager : Gansbaai
Ms R Louw, Senior Manager : Strategic Services
Mr B King, Senior Manager : Financial Services
Ms H van Tonder, Manager : Council Support Services
Mr S Block, Administrator : Strategic Services
Ms N Zweni, Manager : Communication
Ms C Resandt, Communication Officer
Mr D van der Heever : Chief Audit Executive
Ms S Carelse, PRO to the Executive Mayor
ICT
Mr A Gcotyelwa, Housing Officer
Ms S Swart, Administrative Officer: Council Support Services
Ms G Erasmus, Clerk : Auditorium
Ms D Laing, Relief Clerk : Grade 2
Ms M de Villiers, Mayoral Committee Secretary
Ms D Taljaard, PA : Mayor

ALSO PRESENT: Members of the Public

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

SPECIAL COUNCIL MEETING
24 JANUARY 2018

ALDERMAN/COUNCILLORS	SIGNATURE
AFRICA, F	
BOTHA, D	
BOTHA-GUTHRIE, N	
BRICE, KD	
COETSEE, A	
COETZEE, DP	
COHEN, G	
DE CONING, CA	
GILLION, E	
KALOLO, SV	
KOMANI, AS	
KRIGE, F	
NQINATA, NNT	
MACOTHA, VC	
MAY, C	
MOLEFE, B	
MSWELI, X	
NTSABO, L	
OPPERMAN, M	
PUNGUPUNGU, V	
SAPEPA, NM	
TAFU-NWONKWO, CC	
TEBELE, S	

1. OPENING

The meeting commenced at 11:13 due to a ceremony which was held for the late Executive Mayor, Ald R Smith.

The Municipal Manager, Mr C Groenewald, read the notice convening the meeting.

2. APPLICATIONS FOR LEAVE OF ABSENCE

Cllr V Pungupungu

RESOLVED

that the above-mentioned application for leave of absence, **be granted.**

Cllr C Tafu-Nwonkwo

RESOLVED

that the above-mentioned application for leave of absence, **be granted.**

Both the above-mentioned Councillors joined the meeting at 11:14

3. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE SPEAKER / ACTING EXECUTIVE MAYOR

The Speaker, Ald A Coetsee, extended the agenda to include Item 5.3

4. CONSIDERATION OF RECOMMENDATIONS MADE BY THE EXECUTIVE MAYOR TO COUNCIL, IN TERMS OF SECTION 160(2) OF THE CONSTITUTION, 1996, AND SECTION 59(1)(a) OF THE LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT 2000 (ACT 32 OF 2000)

4.1

MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR NOVEMBER 2017

(ITEM 4, PAGE 1 : SPECIAL MAYORAL COMMITTEE MEETING : 24 JANUARY 2018)

THE AFRICAN NATIONAL CONGRESS REQUESTED A CAUCUS AT 11:16

THE MEETING RESUMED AT 11:25

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

1. that the deviations from the procurement processes, approved in terms of the delegated authority for November 2017, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for November 2017, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.2

**MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR DECEMBER 2017**

**(ITEM 5, PAGE 6 : SPECIAL MAYORAL COMMITTEE MEETING :
24 JANUARY 2018)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

1. that the deviations from the procurement processes, approved in terms of the delegated authority for December 2017, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for December 2017, **be noted**.

RESPONSIBLE OFFICIAL :**C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.3**SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2017/2018:
2nd QUARTER: 01 OCTOBER TO 31 DECEMBER 2017****(ITEM 6, PAGE 11 : SPECIAL MAYORAL COMMITTEE MEETING :
24 JANUARY 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that **cognisance be taken** of the activities undertaken and outcomes achieved in the implementation of the Overstrand Municipality's Supply Chain Management Policy for the 2nd Quarter of 2017/2018.

RESPONSIBLE OFFICIAL :**C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.4**REMUNERATION OF PUBLIC OFFICE BEARERS ACT, 1998 (ACT 20 OF 1998):
DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND
BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS****(ITEM 7, PAGE 24 : SPECIAL MAYORAL COMMITTEE MEETING :
24 JANUARY 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the salaries and allowances in respect of the different members of Council as provided for in Government Notice 1440, dated 15 December 2017, **be approved** and be made applicable **with effect from 1 July 2017**, subject to the concurrence of same by the Provincial Minister of Local Government, Environmental Affairs and Development Planning;
2. that, in terms of Section 14 of the government notice mentioned in 1 above, Councillors provide the Municipality with either all the necessary details regarding the councillor's property or assets to be covered by the special risk insurance to provide for the loss of or damage to a councillor's property, assets, life or disability arising from any riot, civil unrest, strike or public disorder, or with written confirmation that such cover is in place as part of a personal insurance portfolio arrangement already made by themselves; and
3. that provision be made in the annual mid-year review and adjustment budget to accommodate the anticipated shortfall of **R200'201** from savings realised in the operational budget over the first six months of the financial year.

RESPONSIBLE OFFICIAL :**J VORSTER /
R RUST****TARGET DATE OF IMPLEMENTATION :****28 FEBRUARY 2018**

4.5

QUARTERLY BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN APPROVED BUDGET FOR THE QUARTER ENDED DECEMBER 2017**(ITEM 8, PAGE 43 : SPECIAL MAYORAL COMMITTEE MEETING : 24 JANUARY 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the consolidated quarterly report, as per Annexure A to the item, in respect of Bank Account Withdrawals not in terms of an Approved Budget for the quarter ended December 2017, **be noted**.

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.6**BUDGET REPORT FOR THE QUARTER ENDED DECEMBER 2017****(ITEM 9, PAGE 46 : SPECIAL MAYORAL COMMITTEE MEETING :
24 JANUARY 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the budget report for the quarter ended December 2017, prepared as part of the financial reporting obligations arising from the Local Government: Municipal Finance Management Act, 2003, **be noted**.

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.7

MUNICIPAL REGULATIONS ON A STANDARD CHART OF ACCOUNTS (mSCOA): POST IMPLEMENTATION STATUS OF THE mSCOA IMPLEMENTATION PROJECT

(ITEM 10, PAGE 97 : SPECIAL MAYORAL COMMITTEE MEETING : 24 JANUARY 2018)

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the mSCOA Post Implementation Progress Report, as well as the intentions of the Municipality going forward, **be noted**.

RESPONSIBLE OFFICIALS:

**S REYNEKE-NAUDE
C LE ROUX
B KING
E HOONEBERG
H VORSTER**

TARGET DATE FOR IMPLEMENTATION :

1 FEBRUARY 2018

4.8**MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT FOR DECEMBER 2017****(ITEM 11, PAGE 103 : SPECIAL MAYORAL COMMITTEE MEETING : 24 JANUARY 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**that the Mid-Year Budget and Performance Assessment Report **be noted**.**RESPONSIBLE OFFICIAL :****B KING****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

4.9

**SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
SECOND QUARTERLY REPORT: OCTOBER – DECEMBER 2017**

**(ITEM 12, PAGE 154 : SPECIAL MAYORAL COMMITTEE MEETING :
24 JANUARY 2018)**

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

that the content of the report for the second quarter of the 2017/18 financial year on the top level Service Delivery and Budget Implementation Plan **be noted**.

RESPONSIBLE OFFICIAL :

R LOUW

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

4.10**REPORT ON THE PROPOSED 4th ADJUSTMENTS BUDGET FOR 2016/2017
(SPECIAL ADJUSTMENTS BUDGET)****(ITEM 13, PAGE 182 : SPECIAL MAYORAL COMMITTEE MEETING :
24 JANUARY 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that, in terms of section 28(2)(g) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the 4th Adjustments Budget for 2016/2017 **be approved**, in order to address the unauthorised expenditure incurred, amounting to R5 833 790 in respect of Vote 8 – Protection Services, as set out in the following schedules:

Schedule 1: Budgeted financial performance (revenue & expenditure by municipal vote)

Schedule 2: Budgeted financial performance (revenue by source & expenditure by type)

Schedule 3: Budgeted multi-year capital appropriations by standard classification (vote) and associated funding by source

Schedule 4: Budgeted financial position

Schedule 5: Budgeted cash flow

Schedule 6: Cash backed reserves and acc. surplus reconciliation

Schedule 7: Asset management

Schedule 8: Basic service delivery measurement

2. that the following schedules be noted:

Schedule 9: Budgeted financial performance (revenue & expenditure by standard classification)

Schedule 10: Budgeted capital appropriations by municipal vote

RESPONSIBLE OFFICIAL:

BA KING

TARGET DATE FOR IMPLEMENTATION:

TO BE NOTED

4.11**HOUSING: APPLICATION TO APPROVE THE COMMENCEMENT OF A PROCESS TO DECLARE IDENTIFIED PROJECTS AND LAND FOR EMERGENCY ACCOMMODATION SITES****(ITEM 14, PAGE 245 : SPECIAL MAYORAL COMMITTEE MEETING : 24 JANUARY 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the allocation of as many plots within the Stanford development as are required to meet the needs of those who require emergency accommodation in Paradise Park or elsewhere, with services and structures erected thereon, **be approved**;
2. that the allocation of land identified by the Manager: Property Administration in the alternative for the development of emergency accommodation for all of those who qualify for same in Paradise Park or elsewhere, **be approved**; and
3. that an application to Province for land and/or funding in terms of the Housing Code for emergency accommodation **be approved**.

RESPONSIBLE OFFICIAL :**D HENDRIKS
B LOUW
F FRANS****TARGET DATE FOR IMPLEMENTATION :****N/A**

5. CONSIDERATION OF REPORTS**5.1****SUBMISSION OF THE DRAFT AUDITED ANNUAL REPORT FOR THE FINANCIAL YEAR 2016/17****5/15/1/1****R Louw****13 December 2017****(028) 313 8071****Corporate Head Office**

EXECUTIVE SUMMARY

The purpose of this report is to present the draft audited Annual Report, for the 2016/17 financial year to Council.

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

1. that the tabling of the 2016/17 draft audited Annual Report by the Executive Mayor, **be noted**;
2. that the draft audited Annual Report **be made public** immediately after the tabling in Council; and
3. that the local community **be invited** to submit representations in connection with the draft annual report.

RESPONSIBLE OFFICIAL :**R LOUW****TARGET DATE FOR IMPLEMENTATION :****1 FEBRUARY 2018**

5.2**APPOINTMENT OF MEMBERS: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)****3/2/3/7****H van Tonder****(028) 313 8037****Council Support Services****11 January 2018**

EXECUTIVE SUMMARY

The purpose of this report is to afford Council an opportunity to appoint members to serve on the Municipal Public Accounts Committee (MPAC).

RESOLVED (SUPPORTED BY 23 COUNCILLORS):

1. that the following members **be appointed** on the Municipal Public Accounts Committee:

Cllr K Brice, Ald N Botha-Guthrie, Cllrs G Cohen, S Tebele and B Molefe;
2. that Cllr S Tebele **be appointed** as Chairperson; and
3. that Cllr K Brice **be appointed** as **secundus** for the Chairperson.

RESPONSIBLE OFFICIAL:**H VAN TONDER****TARGET DATE FOR IMPLEMENTATION:****24 JANUARY 2018**

5.3**REAPPOINTMENT OF COUNCILLORS ON PORTFOLIO COMMITTEES****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that Committees (so-called Portfolio Committees), in terms of section 80, read with section 79, of the Local Government : Municipal Structures Act, No 117 of 1998, **be reappointed** as follows:

Portfolio Committee :
Finance

Members :
Ald D Coetzee, Cllrs G Cohen, K Brice,
S Tebele, X Msweli and B Molefe

Portfolio Committee :
Management Services

Members :
Cllr R de Coning, Ald M Sapepa, Ald N
Botha-Guthrie, Cllrs, M Opperman and
N Nqinata

Portfolio Committee :
Community Services

Members :
Cllr A Komani, Ald N Botha-Guthrie,
Cllrs L Ntsabo, V Pungupungu and
S Kalolo

Portfolio Committee :
Protection Services

Members :
Cllrs F Africa, K Brice, C May,
V Macotha and S Kalolo

Portfolio Committee :
Economic Development & Tourism

Members :
Cllrs E Gillion, F Krige, G Cohen,
S Tebele and C Tafu-Nwonkwo

Portfolio Committee :
Infrastructure and Planning

Members :
Cllrs D Botha, L Ntsabo, F Krige,
S Tebele and V Pungupungu

CLLR E GILLION BLEW OUT THE CANDLE WHICH WAS LIT IN MEMORY OF THE LATE EXECUTIVE MAYOR, ALD R SMITH

The meeting adjourned at 12:05

DATE

THE SPEAKER – A COETSEE