



**ORDINARY MEETING OF THE COUNCIL**

**GEWONE VERGADERING VAN DIE RAAD**

**INTLANGANISO YESIQHELO YEBHUNGA**

**MINUTES / NOTULE /**

**IMIZUZU**

**DATE / DATUM / UMHLA : 26 SEPTEMBER / SEPTEMBER**  
**2018**

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

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

**TIME / TYD / IXESHA: 11:00**

# OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

**MINUTES OF THE COUNCIL MEETING  
HELD IN THE BANQUETING HALL, CIVIC CENTRE,  
HERMANUS, ON 26 SEPTEMBER 2018, AT 11:00**

**PRESENT:** Councillors were present as per attached attendance register.

**OFFICIALS PRESENT:** Mr C Groenewald, Municipal Manager  
Ms S Reyneke-Naudé, Director : Finance  
Mr R Williams, Director : Community Services  
Ms D Arrison, Director : Management Services  
Mr S Müller, Director : Infrastructure & Planning  
Mr N Michaels, Director : Protection Services  
Mr B King, Senior Manager : Financial Services  
Mr F Myburgh, Senior Manager : Gansbaai  
Administration  
Mr D Lakey, Senior Manager : Kleinmond  
Administration  
Mr A Olivier, Legal Advisor  
Ms H van Tonder, Manager : Council Support  
Services  
Mr W Louw, Risk Officer (Intern)  
Ms R Louw, Senior Manager : Strategic Services  
Mr L Smith, Chief: Fire & Rescue & Disaster  
Management  
Mr R Fraser, Chief : Traffic/Licences  
Ms S Swart, Administrative Officer : Council  
Support Services  
ICT  
Ms G Erasmus, Clerk : Auditorium  
Ms R Steenekamp, Media & Social Media Liaison  
Officer  
Ms M de Villiers, Mayoral Committee Secretary  
Ms D Laing, Relief Clerk Grade 2

**ALSO PRESENT:** Members of the Public

**MINUTES/....**

OVERSTRAND MUNICIPALITY  
ATTENDANCE REGISTER

COUNCIL MEETING  
26 SEPTEMBER 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	
ORBAN, J	
PUNGUPUNGU, V	
RESANDT, C	
SAPEPA, NM	
TAFU-NWONKWO, CC	
TEBELE, S	

*Leave Granted*

*Leave Granted*

**1. OPENING**

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

**CLLR L NTSABO JOINED THE MEETING AT 11:04****2. APPLICATIONS FOR LEAVE OF ABSENCE**

**Cllr M Opperman**

**RESOLVED**

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

**Cllr B Molefe**

**RESOLVED**

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

**3. CONFIRMATION OF MINUTES**

- 3.1 Minutes of an **Ordinary Meeting** of the Overstrand Municipal **Council** held on **Wednesday, 29 August 2018 at 15:30**

**RESOLVED**

that the Minutes of an **Ordinary Meeting** of the Overstrand Municipal **Council** held on **Wednesday, 29 August 2018 at 15:30, be confirmed.**

**4. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE SPEAKER / EXECUTIVE MAYOR**

The Executive Mayor, Ald D Coetzee, gave feedback on the Zwelihle Housing Task Team Meeting No 4 which was held on 20 September 2018. A copy of the feedback document is attached to the minutes as Annexure A.

The Speaker, Ald A Coetsee, informed the meeting that Items 5.3 and 5.4 were referred back at the Mayoral Committee meeting and will thus be removed from the Council agenda.

The Overstrand Municipality received a certificate, trophy and a cheque for R250 000,00 in the Local Municipality Category for 2018 of the Arbour City Awards, which were handed over to the Executive Mayor, Municipal Manager and Cllr F Africa by Ms Lauren Rainbird (Horticulturalist) and Mr T Dry (Environmental Officer).

Long service certificates were handed over to the following staff members by the Executive Mayor, Ald D Coetsee:

**HERMANUS ADMINISTRATION**

<b>EMPLOYEE</b>	<b>LONG SERVICE YEARS</b>	<b>DATE ACHIEVED</b>
L Kaptein	25 years	1 July 2018
M Plaatjies	25 years	1 July 2018
F Philander	25 years	1 July 2018
A Venter	10 years	1 July 2018
Z Davids	10 years	1 July 2018
E Fisher	10 years	1 July 2018
J Arries	10 years	1 July 2018
N Lubeni	20 years	1 July 2018
Z Tshetu	10 years	1 July 2018
R Fisher	15 years	3 July 2018
N Mtholo	10 years	7 July 2018
M Davids	10 years	14 July 2018
T Dodana	25 years	5 August 2018
S Immelman	10 years	25 August 2018
R Pietersen	10 years	1 September 2018
C Joorst	10 years	1 September 2018
E Stadler	10 years	1 September 2018
W Mätschke	10 years	1 September 2018
J Blignaut	10 years	1 September 2018
R Samuels	10 years	1 September 2018

**GANSBAAI ADMINISTRATION**

<b>EMPLOYEE</b>	<b>LONG SERVICE YEARS</b>	<b>DATE ACHIEVED</b>
Mr H Franken	20 years	1 August 2018
Mr A Gcotyelwa	15 years	15 September 2018

**KLEINMOND ADMINISTRATION**

<b>EMPLOYEE</b>	<b>LONG SERVICE YEARS</b>	<b>DATE ACHIEVED</b>
M Oktober	20 years	20 July 2018
P Lewies	20 years	20 July 2018
L van Eeden	30 years	1 August 2018
J Smith	25 years	2 August 2018

**THE MEETING STOOD DOWN AT 11:20 IN ORDER FOR PHOTOGRAPHS TO BE TAKEN OF THE LONG SERVICE CERTIFICATE RECIPIENTS**

**THE MEETING RESUMED AT 11:25**

**5. 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)**

**5.1**

**RISK MANAGEMENT IMPLEMENTATION PLAN 2018/2019**

**(ITEM 1, PAGE 1 : MANAGEMENT SERVICES PORTFOLIO - MAYORAL COMMITTEE MEETING : 26 SEPTEMBER 2018)**

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the Overberg District Risk Management Implementation Plan for 2018/2019 **be approved.**

**RESPONSIBLE OFFICIAL :**

**A RIDDLES**

**TARGET DATE FOR IMPLEMENTATION :**

**27 SEPTEMBER 2018**

**5.2****DRAFT AMENDMENTS TO THE STANDARD OVERSTRAND MUNICIPALITY  
RULES OF ORDER FOR INTERNAL ARRANGEMENTS BY-LAW****(ITEM 2, PAGE 20 : MANAGEMENT SERVICES PORTFOLIO -  
MAYORAL COMMITTEE MEETING : 26 SEPTEMBER 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that, in terms of section 156(2) of the Constitution of the Republic of South Africa 1996, read with section 11(3)(m) of the Local Government Municipal Systems Act, No 32 of 2000, the draft Amendment By-law Relating to Rules of Order for Internal Arrangements **be adopted**; and
2. that, in terms of section 13(a) of the Local Government Municipal Systems Act No 32 of 2000, the Amendment By-law Relating to Rules of Order for Internal Arrangements **be published** as soon as possible subsequent to it having been adopted by Council.

**RESPONSIBLE OFFICIAL :****L WALLACE****TARGET DATE FOR IMPLEMENTATION :****IMMEDIATELY SUBSEQUENT  
TO PUBLICATION IN THE  
PROVINCIAL GAZETTE**



**5.3**

**OVERSTRAND MUNICIPALITY DRAFT EVENTS BY-LAW**

**THIS ITEM WAS REMOVED FROM THE AGENDA**

**5.4**

**DRAFT POLICY FOR THE STAGING OF EVENTS**

**THIS ITEM WAS REMOVED FROM THE AGENDA**

**5.5**

**HERMANUS, A PORTION OF ERF 775 FISHERHAVEN: DEVIATION FROM PARAGRAPHS 18 AND 24 OF THE ADMINISTRATION OF IMMOVABLE PROPERTY POLICY OF 2015 ALLOWING THE MUNICIPALITY TO ENTER INTO A FUTURE TEMPORARY LEASE AGREEMENT WITH LAKE MARINA YACHT AND BOAT CLUB**

**(ITEM 3, PAGE 116 : INFRASTRUCTURE & PLANNING PORTFOLIO - MAYORAL COMMITTEE MEETING : 26 SEPTEMBER 2018)**

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the deviation from paragraph 18 of the Administration of Immovable Property Policy in order to renew the current lease agreement with Lake Marina Yacht and Boat Club for a further period of 18 (EIGHTEEN) months without following a competitive process, **be approved**; and
2. that the deviation from paragraph 24 of the Administration of Immovable Property Policy in order to renew the current lease agreement with Lake Marina Yacht and Boat Club without having a new market related valuation being done, **be approved**.

**RESPONSIBLE OFFICIAL :****M ERASMUS****TARGET DATE FOR IMPLEMENTATION :****31 DECEMBER 2018****TARGET DATE TO INFORM APPLICANT :****22 OCTOBER 2018****TARGET DATE TO INFORM OBJECTOR :****N/A**

**5.6**

**MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM)  
POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR AUGUST 2018**

**(ITEM 5, PAGE 1 : MAYORAL COMMITTEE MEETING :  
26 SEPTEMBER 2018)**

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the deviations from the procurement processes, approved in terms of the delegated authority for August 2018, **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 August 2018, **be noted**.

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

**5.7**

**REPORT OF THE JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE (JAPAC) TO THE OVERSTRAND MUNICIPAL COUNCIL**

**(ITEM 6, PAGE 8 : MAYORAL COMMITTEE MEETING : 26 SEPTEMBER 2018)**

**RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

that the report from the Joint Audit and Performance Audit Committee to the Overstrand Municipal Council **be noted**.

**RESPONSIBLE OFFICIAL :**

**DC VAN DER HEEVER**

**TARGET DATE FOR IMPLEMENTATION :**

**26 SEPTEMBER 2018**

**5.8****2<sup>ND</sup> REVISED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)****FOURTH QUARTERLY REPORT: APRIL - JUNE 2018****(ITEM 7, PAGE 25 : MAYORAL COMMITTEE MEETING : 26 SEPTEMBER 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the content of the 2<sup>nd</sup> revised report for the fourth quarter of the 2017/2018 financial year on the top level Service Delivery and Budget Implementation Plan **be noted**; and
2. that the amendments to the Departmental and Top layer SDBIP for the fourth quarter of the 2017/2018 financial year **be approved**.

**RESPONSIBLE OFFICIAL :****R LOUW****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

**5.9****LATE SUBMISSION OF ANNUAL FINANCIAL STATEMENTS: 2017/2018****(ITEM 8, PAGE 42 : MAYORAL COMMITTEE MEETING :  
26 SEPTEMBER 2018)****RESOLVED (SUPPORTED BY 23 COUNCILLORS):**

1. that the report in terms of section 133(a) of the Local Government: Municipal Finance Management Act, No 56 of 2003 for the late submission of the 2017/18 financial statements to the Auditor-General **be noted**; and
2. that the Chairperson of the Municipal Public Accounts Committee (MPAC), assisted by the councillors serving as members of MPAC, investigate the reasons for the non-compliance referred to in 1 above and that the outcome of such investigation **be reported** to Council.

**RESPONSIBLE OFFICIALS:****S REYNEKE-NAUDE****TARGET DATE FOR IMPLEMENTATION :****1 NOVEMBER 2018**

**6. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER (IF ANY)**

None

**7. CONSIDERATION OF NOTICES OF MOTIONS / QUESTIONS**

None

**8. CONSIDERATION OF MOTIONS OF EXIGENCY (IF ANY)**

None

**The meeting adjourned at 11:40**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**THE SPEAKER – A COETSEE**



## **Annexure A**

### **FEEDBACK ON MEETING - ZWELIHLE HOUSING TASK TEAM MEETING NO.4: HELD AT 18:00 ON 20 SEPTEMBER 2018 IN BANQUETING HALL, HERMANUS ADMINISTRATION**

A meeting of the Zwelihle Housing Task Team took place on 20 September in the Banqueting Hall in Hermanus, representatives of Zwelihle Renewal unfortunately decided not to take part in this meeting. At this meeting feedback was provided to the attendees regarding progress made with the identification of land parcels to address the housing backlog in Zwelihle and resolutions for backyard dwellers. The chairperson also reported that an offer has been made to acquire the Schulphoek land and that the land owner's response is now awaited.

Director Stephen Muller from Overstrand Municipality gave a summary of all projects currently underway in Zwelihle and made special reference to the UISP, Mandela Square, Transit Camp, Asazani, Swartdam Road and TRA.

Director Williams spoke about the relief emergency housing project which the municipality is currently undertaking in Hermanus, Gansbaai, Stanford and Kleinmond. He also explained that the purpose of the relief housing sites is to assist backyard dwellers who are denied access to basic services by their current landlords as well as those who cannot afford to pay rent. The municipality is currently busy with the installation of sewer and water infrastructure on the identified sites.

Franky Frans (Manager: Housing) explained the verification process which Overstrand municipality followed to determine who should be afforded the opportunity to be placed on the identified relief emergency housing sites.

The Municipality has also contracted a mediator to facilitate meetings between various groups of people in the Overstrand with the aim of reaching a peaceful resolution to the challenges facing our Community. The mediation will start in Zwelihle and then expand to the greater Hermanus area and the Overstrand as a whole. We will continue working towards the improvement of living conditions and improving the lives of the most venerable and the disadvantaged in our Communities.

- The Housing Task Team consist of representatives from the Department of Human Settlements, Municipal officials, councillors and committee representatives.