



**ORDINARY MEETING OF THE MAYORAL
COMMITTEE**

**GEWONE VERGADERING VAN DIE
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI
KASODOLOPHU**

MINUTES / NOTULE /

IMIZUZU

**DATE / DATUM / UMHLA : 26 AUGUST / AUGUSTUS /
AGASI 2020**

VENUE / PLEK / INDAWO : VIRTUAL

TIME / TYD / IXESHA : 10:00

OVERSTRAND

MUNICIPALITY / MUNISIPALITEIT / U-MASIPALA

MINUTES OF AN ORDINARY MEETING OF THE MAYORAL COMMITTEE HELD BY MEANS OF A VIRTUAL PLATFORM ON 26 AUGUST 2020, AT 10:00

PRESENT: Councillors were present as per attached attendance register.

OFFICIALS PRESENT: Mr C Groenewald, Municipal Manager
Ms D Arrison, Director : Management Services
Mr S Madikane, Director : Economic Development & Tourism
Ms S Reyneke-Naudé, Director : Finance
Mr R Williams, Director : Community Services
Mr N Michaels, Director : Protection Services
Mr S Müller, Director : Infrastructure & Planning
Mr F Myburgh, Senior Manager : Gansbaai Administration
Ms R Louw, Senior Manager : Strategic Services
Ms A Le Roux, Manager : Property Administration
Mr H Blignaut, Deputy Director : Engineering Services
Ms H van Tonder, Manager : Council Support Services
Mr L Smith, Chief : Fire & Rescue and Disaster Management
Ms S Swart: Administrative Officer : Council Support Services
Ms D Laing, Relief Clerk : Grade 2

MINUTES/.....

OVERSTRAND MUNICIPALITY
ATTENDANCE REGISTER

MAYORAL COMMITTEE MEETING
26 AUGUST 2020

ALDERMAN/COUNCILLORS	SIGNATURE
AFRICA, F	<i>PRESENT</i>
BOTHA, D	
BRICE, KD	<i>PRESENT</i>
COETSEE, A	
COETZEE, DP	<i>PRESENT</i>
COHEN, G	<i>PRESENT</i>
DE CONING, CA	<i>PRESENT</i>
GILLION, E	<i>PRESENT</i>
KALOLO, SV	
KOMANI, AS	
KRIGE, F	
NQINATA, NNT	
MACOTHA, VC	
MAY, C	
MOLEFE, B	
MORGAN, H	
MSWELI, X	
NTSABO, L	
NUTT, R	
ORBAN, J	
PUNGUPUNGU, V	
RESANDT, C	
SAPEPA, NM	
TAFU-NWONKWO, CC	
TEBELE, S	

A vertical column of handwritten signatures in black ink is located to the right of the 'SIGNATURE' column of the table. The signatures are written in a cursive style and correspond to the rows of the table. The first signature is for Africa, F. The second is for Brice, KD. The third is for Coetzee, DP. The fourth is for Cohen, G. The fifth is for De Coning, CA. The sixth is for Gillion, E. The remaining rows have no signatures.

1. OPENING

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

2. APPLICATIONS FOR LEAVE OF ABSENCE

None

3. CONFIRMATION OF MINUTES

- 3.1 Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 29 July 2020 at 10:00**

RESOLVED:

that the Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 29 July 2020 at 10:00, be confirmed.**

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

None

**5.
TOWN- & SPATIAL PLANNING REPORT WITH REGARD TO APPLICATIONS
CONSIDERED IN TERMS OF DELEGATED AUTHORITY: APRIL 2020 – JULY 2020**

15/3/11

R Kuchar

Senior Manager : Town & Spatial Planning

20 July 2020

(028) 3138900

EXECUTIVE SUMMARY

To report on applications disposed of by the Authorised Official in terms of the Spatial Land Use Management Act (SPLUMA) during the period from 27 March 2020 – 20 July 2020.

RESOLVED:

that cognisance be taken of the town planning applications disposed of by the Authorised Official in terms of SPLUMA for the period 27 March 2020 – 20 July 2020:

Spatial Land Use Management Act (SPLUMA) Approvals

- | | | |
|-----|--|--------------|
| 1. | Erf 370, 41 Third Avenue, Sandbaai | 8 June 2020 |
| 2. | Erf 8359, 34 Kuyasa Street, Kleinmond | 8 June 2020 |
| 3. | Erf 8321, Kuyasa Street, Kleinmond | 8 June 2020 |
| 4. | Erf 4530, 4 Third Street, Kleinmond | 8 June 2020 |
| 5. | Erf 6164, 88 Fifth Avenue, Kleinmond | 8 June 2020 |
| 6. | Erf 4577, 17 Fourth Avenue, Kleinmond | 8 June 2020 |
| 7. | Erf 253, 60 Crest Road, Pearly Beach | 8 June 2020 |
| 8. | Erf 576, 1010 Cilliers Street, Franskraal | 8 June 2020 |
| 9. | Erf 196, 72 Marais Street, Franskraal | 8 June 2020 |
| 10. | Erf 239 and Remainder Erf 241, cnr De Goede Street and Rocklands Road, Westcliff, Hermanus | 8 June 2020 |
| 11. | Erf 7154, 115 Eleventh Street, Voëlklip, Hermanus | 22 June 2020 |
| 12. | Erf 4823, 15 First Street, Voëlklip, Hermanus | 22 June 2020 |
| 13. | Erf 74, 14 Van Dyk Street, Van Dyksbaai | 22 June 2020 |
| 14. | Erf 824, 7 Joubert Street, Franskraal | 22 June 2020 |
| 15. | Erf 423, 102 Cilliers Street, Franskraal | 22 June 2020 |
| 16. | Erf 1153, 269 Main Road, Eastcliff, Hermanus | 22 June 2020 |
| 17. | Erf 3053, 184 Tenth Street, Voëlklip, Hermanus | 22 June 2020 |
| 18. | Erf 7545, 81 Nineth Street, Voëlklip, Hermanus | 22 June 2020 |
| 19. | Erf 2991, 172 Fifth Street, Voëlklip, Hermanus | 22 June 2020 |
| 20. | Erven 2149 and 2150, Stanford | 22 June 2020 |
| 21. | Erven 1339 and 1345, 300 & 302 Main Road, Eastcliff, Hermanus | 24 June 2020 |
| 22. | Erf 2096, 69 Viljoen Street, Onrustrivier | 2 July 2020 |
| 23. | Erf 2269, 5 Cross Street, Onrustrivier | 2 July 2020 |

24.	Unregistered Erf 5577 (portion of Erf 4374) 38 Yellow Wood Road, Onrustrivier	2 July 2020
25.	Erf 2410, 25 Beyers Street, Onrustrivier	2 July 2020
26.	Portion 1 of Farm 586 (Volmoed)	2 July 2020
27.	Erf 9944, 200 Third Street, Voëklip, Hermanus	2 July 2020
28.	Erf 2027, 13 Hill Road, Betty's Bay	2 July 2020
29.	Erf 2100, 73 Viljoen Street, Onrustrivier	6 July 2020
30.	Erf 12243, 88 Eighth Street, Voëklip, Hermanus	7 July 2020
31.	Erf 512, 18 Klein Street, Gansbaai	7 July 2020
32.	Erven 2193 and 2194, 64 & 66 Ninth Street, Voëklip, Hermanus	8 July 2020
33.	Erf 8457, 10 Madeliefie Street, Kleinmond	8 July 2020
34.	Erf 7453, 42 Aster Street, Mount Pleasant	13 July 2020
35.	Erven 2737 & 4771, Eighth Street, Voëklip, Hermanus	13 July 2020
36.	Erf 3582, 1 Hester de Wet Street, Onrustrivier	13 July 2020
37.	Erf 4051, 282 Third Street, Voëklip, Hermanus	17 July 2020
38.	Erf 1036, 9 Dekriet Street, Vermont	17 July 2020
39.	Erf 573, 3 Flying Dutchman Way, Fisherhaven	17 July 2020
40.	Erf 1632, 19 Arcc Street, Eastcliff, Hermanus	17 July 2020
41.	Erf 3135, 27 Viljoen Street, Onrustrivier	17 July 2020
42.	Erf 2962, 10 Disa Street, Onrustrivier	17 July 2020
43.	Erf 2138, 18 Turtle Close, Vermont	17 July 2020
44.	Erf 3505, 229 Eleventh Street, Voëklip, Hermanus	17 July 2020
45.	Erf 2158, Klein River Estate, Stanford	17 July 2020
46.	Erf 7405, 49 Aster Road, Mount Pleasant	17 July 2020

Municipal Planning Tribunal

1.	Erf 9720, Sisulu Street, Zwelihle	25 June 2020
2.	Erf 10347, 17 Long Street, Northcliff, Hermanus	25 June 2020
3.	Erf 376, 5 Main Road, Gansbaai	25 June 2020
4.	Erf 120, 14 Geelbek Street, Van Dyksbaai	25 June 2020
5.	Portion 1 of the farm Wind Heuvel No 696	25 June 2020
6.	Erf 989, 31 Musson Street, Eastcliff, Hermanus	25 June 2020

RESPONSIBLE OFFICIAL :

R VAN ANTWERP

TARGET DATE FOR IMPLEMENTATION :

9 SEPTEMBER 2020

6.
IN PRINCIPLE AND TRANSFER APPROVAL FOR DIRECT ALIENATION OF A PORTION OF REMAINDER ERF 2825 SANDBAAI (SITUATED IN LONG STREET, SANDBAAI) TO THE WESTERN CAPE GOVERNMENT VIA ITS DEPARTMENT OF TRANSPORT AND PUBLIC WORKS (DEPARTMENT OF EDUCATION) FOR THE CONSTRUCTION OF A NEW TECHNICAL SCHOOL

7/2/3/2

A Le Roux

28 July 2020

Manager : Property Administration

(028) 316 - 3724

EXECUTIVE SUMMARY

To obtain in principle approval for the direct alienation as well as transfer of a portion of the Remainder Erf 2825 Sandbaai ($\pm 2,6$ ha in extent) (hereinafter called the "property"), situated in Long Street, Sandbaai, to the Western Cape Government via its Department of Transport and Public Works (on behalf of the Department of Education), herein after referred to as "the Department" for the purpose of constructing and establishing a new technical school.

RECOMMENDATION TO THE COUNCIL:

1. that the direct alienation of a portion of Remainder Erf 2825 Sandbaai (± 2.6 ha in extent) to the Western Cape Government via its Department of Transport and Public Works (on behalf of the Department of Education) at a nominal purchase price of R1.00 (ONE RAND)(VAT included) for the construction and establishment of a new technical school, **be approved in principle**;
2. that the transfer of a portion of Remainder Erf 2825 Sandbaai (± 2.6 ha in extent) to the Western Cape Government via its Department of Transport and Public Works (on behalf of the Department of Education) at a nominal purchase price of R1.00 (ONE RAND)(VAT included) for the construction and establishment of a new technical school, **be approved**;
3. that it be noted that it is not necessary to follow a competitive process for the alienation and transfer as this transaction is exempted in terms of Regulation 20 of the Municipal Asset Transfer Regulations (R. 878 of 2008);
4. that the alienation of said portion of Remainder Erf 2825 Sandbaai be subject to a suspensive condition that the Department obtains at own cost all required town planning approvals, for which process the Municipality will assist;
5. that all the costs pertaining to the transaction, e.g. subdivision, possible advertisement, transfer and related costs, etc. be paid by the Department;

6. that a condition be registered against the title deed of the property that the property may only be used for educational purposes;
7. that the possible waiver / decrease of the total bulk development contributions, the connection charges for services and the costs for any upgrading/additional services be addressed in a separate report to Council once quantified; and
8. that it be noted that the portion of municipal property herewith alienated and transferred is not required for the provision of basic municipal services in terms of the provisions of paragraph 5 of Council's Administration of Immovable Property Policy and Section 14 of the Local Government: Municipal Finance Management Act (Act 56 of 2003).

RESPONSIBLE OFFICIAL:

A LE ROUX

TARGET DATE FOR IMPLEMENTATION:

17 NOVEMBER 2020

TARGET DATE TO INFORM APPLICANT:

14 OCTOBER 2020

TARGET DATE TO INFORM OBJECTOR:

N/A

7.
MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) AND PARAGRAPH 6(7)(4)(A) OF THE DIRECTIONS OF THE DISASTER MANAGEMENT ACT, JULY 2020

8/2/2

C Le Roux

Deputy Director: Finance & SCM

10 August 2020

(028) 313 8107

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of all deviations from the Supply Chain Management Policy, approved by the delegated authority in terms of Paragraph 36 of the Supply Chain Management Policy, approvals in terms of Paragraph 16(1)(b) and 17(1)(c) for July 2020. To inform Council of all procurement undertaken during the national state of disaster as per paragraph 6.7.4(f) Amendment of the Directions issued, in terms of section 27(2) of the Disaster Management Act, 2002, dated 02 July 2020.

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for July 2020, **be noted**;
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for July 2020, **be noted**; and
3. that the awards made through the Bid Committee system, and formal written price quotations in excess of R30 000 and all price quotations below R30 000 for July 2020, **be noted**.

RESPONSIBLE OFFICIAL :

C LE ROUX

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

**8.
SUBMISSION OF THE DRAFT UNAUDITED ANNUAL REPORT FOR THE
FINANCIAL YEAR 2019/20**

5/15/1/1

RG Louw

Senior Manager: Strategic Services

12 August 2020

(028) 313 8071

EXECUTIVE SUMMARY

The purpose of this report is to present the draft unaudited Annual Report, for the 2019/20 financial year to Council.

RECOMMENDATION TO THE COUNCIL:

that tabling of the 2019/20 **DRAFT** unaudited Annual Report **be noted**.

RESPONSIBLE OFFICIAL :

RG LOUW

TARGET DATE FOR IMPLEMENTATION :

NONE

9.
**QUARTERLY MONITORING REPORT FOR THE PERIOD APRIL TO JUNE 2020:
DIRECTORATE: PROTECTION SERVICES**

5/20

N J Michaels

Director: Protection Services

13 July 2020

(028) 313 8054

EXECUTIVE SUMMARY

To report on the functioning and activities of the Directorate: Protection Services for the period April to June 2020.

RESOLVED:

that the Quarterly Monitoring Report of the functioning and activities of the Directorate: Protection Services for the period April to June 2020, **be noted**.

RESPONSIBLE OFFICIAL :

NJ MICHAELS

TARGET DATE FOR IMPLEMENTATION :

01 SEPTEMBER 2020

**10.
HOUSING: PROGRESS REPORT ON TRANSFER OF PROPERTIES TO VARIOUS
BENEFICIARIES OF LOW COST HOUSING IN THE OVERSTRAND AREA FOR
THE PERIOD JULY 2019 TO JUNE 2020**

17/5/4/1

FW Frans

17 February 2020

Manager : Housing Administration

(028) 313 8144

EXECUTIVE SUMMARY

The purpose of the report is to inform the Executive Mayor of progress made to date with the transfers of title deeds in the names of beneficiaries of low cost housing projects.

RESOLVED:

that the report in respect of transfers to beneficiaries of low cost housing properties be **noted**.

RESPONSIBLE OFFICIAL :

FW FRANS

TARGET DATE FOR IMPLEMENTATION :

IN PROGRESS

11.

BENEFICIARIES: 378 HOUSING PROJECT HAWSTON

17/5/4/1

FW Frans

20 July 2020

Manager : Housing Administration

(028) 313 8144

EXECUTIVE SUMMARY

This report is to inform the Executive Mayor of the progress to date with the procedure to finalise subsidy applications for potential beneficiaries.

RESOLVED:

that the progress report with regard to the beneficiary subsidy status in the Hawston project **be noted**.

RESPONSIBLE OFFICIAL :**FW FRANS****TARGET DATE FOR IMPLEMENTATION :****N/A**

12.

WRITING OFF OF 2019/20 NON-TECHNICAL WATER AND ELECTRICITY LOSSES

7/2/3/2

S Müller

5 August 2020

Director : Infrastructure & Planning

(028) 313 8019

EXECUTIVE SUMMARY

National Treasury issued guidelines (MFMA Circular No. 70, December 2013) on how to deal with non-revenue water and electricity. Annexure B of Circular No. 70 provides guidance on the accounting treatment of non-technical losses and mentions that a council resolution is required to write off the losses. The purpose with this report is to obtain Council's approval for writing off the water and electricity losses for 2019/20.

RECOMMENDATION TO THE COUNCIL:

1. that the non-technical electricity losses to the value of R2 214 732.36 for the 2019/20 financial year be written off; and
2. that the non-technical water losses to the value of R2 189 013.46 for the 2019/20 financial year be written off.

RESPONSIBLE OFFICIAL :**BA KING****TARGET DATE FOR IMPLEMENTATION :****1 SEPTEMBER 2020**

13.

FIXED ASSETS: DISPOSAL / DERECOGNITION OF ASSETS FOR THE 2019/20 FINANCIAL YEAR

6/1/3

J Vorster

17 August 2020

Senior Manager : Expenditure & Assets

(028) 313 8046

EXECUTIVE SUMMARY

The purpose of the report is to allow Council to consider the implications for Fixed Assets that were disposed of during the period 01 July 2019 to 30 June 2020, to be reflected in the annual financial statements for the year ended 30 June 2020.

RECOMMENDATION TO THE COUNCIL:

1. that it **be noted** that the assets disposed of during the period 01 July 2019 to 30 June 2020 are not needed to provide the minimum level of basic municipal services; and
2. that the derecognition of the Infrastructure Assets replaced / abandoned / disposed of during the period 01 July 2019 to 30 June 2020, **be approved**.

RESPONSIBLE OFFICIAL :**J VORSTER****TARGET DATE FOR IMPLEMENTATION :****31 AUGUST 2020**

14.

**CONTRACT NO. SC 2027/2019: PROPOSED AMENDMENT OF CONTRACT:
UPGRADING OF HAWSTON SPORT GROUNDS**

8/4

D. Hendriks**Senior Manager: Engineering Services****11 August 2020****(028) 313 5059**

EXECUTIVE SUMMARY

The purpose of this report is to provide the necessary information and motivation on the proposed amendment of Contract SC 2027/2019: Upgrading of Hawston Sport Grounds for a Contract Period ending 31 October 2020, in terms of the enabling provisions of section 116(3) (a) & (b) of the Local Government: Municipal Finance Management Act, Act No. 56 of 2003 (MFMA), to enable Council to make an informed decision whether to consent to the amendment of the contract.

RECOMMENDATION TO THE COUNCIL:

1. that **cognisance be taken** of the reasons for the proposed amendment of **Contract SC2027/2019** for the **Upgrading of Hawston Sport Grounds** for a Contract Period ending 31 October 2020, in terms of the enabling provisions of Section 116(3) (a) & (b) of the Local Government: Municipal Finance Management Act 2003 (Act 56 of 2003), and that the amendment be consented to; and
2. that **cognisance be taken** that no recommendations or representations were received from the local community by closing date, 27 July 2020.

RESPONSIBLE OFFICIAL :**D HENDRIKS****TARGET DATE FOR IMPLEMENTATION :****01 SEPTEMBER 2020****TARGET DATE TO INFORM APPLICANT:****N/A****TARGET DATE TO INFORM OBJECTOR :****N/A**

15.
**TIME SCHEDULE FOR THE 2021/22 INTEGRATED DEVELOPMENT PLAN (IDP)
REVIEW/ BUDGET PROCESS**

5/1

RG Louw

Senior Manager: Strategic Services

27 July 2020

(028) 313 8071

EXECUTIVE SUMMARY

To inform Council of the time schedule for the Integrated Development Plan (IDP) review process as well as the compilation of the Budget for the 2021/22 financial year. This time schedule will be for the 4th (final) review of the current 5 year IDP (2017/2022) approved on 31 May 2017.

RECOMMENDATION TO THE COUNCIL:

that the schedule of key dates for the 2021/22 compilation of an IDP review/ Budget process **be noted**.

RESPONSIBLE OFFICIAL :

RG LOUW

TARGET DATE FOR IMPLEMENTATION :

28 AUGUST 2020

The meeting adjourned at 10:12

DATE

D COETZEE – EXECUTIVE MAYOR