



**Raadslede van die Raad van die
Langeberg Munisipaliteit**

Kennis geskied hiermee van 'n Raadsvergadering
van die Raad van Langeberg Munisipaliteit wat gehou sal word op
25 APRIL 2023 om 10H00
in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson
om oorweging te verleen aan die items op die aangehegte agenda.

...

**Councillors of the Council of the
Langeberg Municipality**

Notice is hereby given of a Council Meeting
of the Municipal Council of the Langeberg Municipality to be held on
25 APRIL 2023 at 10H00
in the **Council Chambers**, Municipal Offices,
Church Street, Robertson to discuss the items on the appended agenda.


CLLR • RDL P HESS
SPEAKER

AGENDA

~ 25 APRIL 2023 ~

1. Opening / Opening
2. Attendance / Bywoning
3. Applications for leave of Absence / Aansoeke vir verlof tot afwesigheid
4. Approval of Minutes / Goedkeuring van Notule
 - 4.1 Confirmation of the Minutes of an Ordinary Meeting of the Council of Langeberg Municipality held on 28 March 2023 at 09h58 in the Council Chambers, Church Street, Robertson 05 - 14
Bekräftiging van die Notule van 'n Gewone Vergadering van die Raad van Langeberg Munisipaliteit gehou op 28 Maart 2023 om 09h58 in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson.
 - 4.2 Confirmation of the Minutes of a Special Meeting of the Council of Langeberg Municipality held on 19 April 2023 at 11h00 in the Council Chambers, Church Street, Robertson 15 - 17
Bekräftiging van die Notule van 'n Spesiale Vergadering van die Raad van Langeberg Munisipaliteit gehou op 19 April 2023 om 11h00 in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson.
5. Statements & Announcements by the Speaker / Verklarings & Mededelings deur die Speaker
6. Interviews with Delegations / Onderhoude met Afvaardigings
None / Geen
7. Statements & Announcements by the Mayor / Verklarings & Mededelings deur die Burgemeester
8. Urgent Matters & Reports, Statements & Announcements submitted by the Municipal Manager
Dringende Aangeleenthede & Verslae, Verklarings & Mededelings voorgelê deur die Munisipale Bestuurder
 - 8.1 Matters which must be handled in terms of Section 30(5) of the Local Government: Municipal Structures Act, 1998 (Act No 117 of 1998), as amended. Aforesaid stipulation reads as follows: (5) Before a municipal council takes a decision on any of the following matters it must first require its executive committee or executive mayor, if it has such a committee or mayor, to submit to it a report and recommendation on the matter: (1) any matter mentioned in Section 160(2) of the Constitution; (2) the approval of an integrated development plan for the municipality, and any amendment to that plan; and (3) the appointment and conditions of service of the municipal manager and a head of a department of the municipality. *Sake wat hanteer moet word in terme van Artikel 30(5) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet No 117 van 1998), soos gewysig. Voormelde bepaling lees as volg: (5) Alvorens 'n munisipale raad 'n besluit oor enige van die volgende aangeleenthede neem, moet hy eers sy uitvoerende komitee of uitvoerende burgemeester, indien hy so 'n komitee of burgemeester het, versoen om 'n verslag en aanbeveling oor die aangeleentheid aan hom voor te lê: (1) enige aangeleentheid genoem in Artikel 160(2) van die Grondwet; (2) die goedkeuring van 'n geïntegreerde ontwikkelingsplan vir die munisipaliteit, en enige wysigings van daardie plan; (3) die aanstelling en diensvoorwaardes van die munisipale bestuurder en 'n hoof van 'n departement van die munisipaliteit.*
 - 8.2 Matters which must be handled in terms of Section 32(1) and (2) of the Local Government: Municipal Structures Act, 1998 (Act No 117 of 1998) as amended, and approved per Council Resolution A82 of 19 March 2001. / *Sake wat hanteer moet word in terme van die delegasies toegestaan ingevolge Artikel 32(1) en (2) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet No 117 van 1998), soos gewysig en aanvaar per Raadsbesluit A82 van 19 Maart 2001.*
 - 8.3 Report on matters of concern by representatives at the Cape Winelands District Municipality. / *Rapportering aangaande sake van belang deur verteenwoordigers by die Kaapse Wynland Distrikmunisipaliteit.*
 - 8.4 Other Matters / Ander Sake

9. Consideration of Notice of Motions / *Oorweging van Kennisgewing van Mosies*
10. Consideration of Notice of Questions / *Oorweging van Kennisgewing van Vrae*
11. Consideration of Urgent Motions / *Oorweging van Dringende Mosies*
12. Consideration of Reports / *Oorweging van Verslae*

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A ITEMS

A4514	UMSIZA PLANNING: APPLICATION TO PURCHASE A PORTION OF ERF 2 (256M²) ADJACENT ERF 2421 & USE OF A PORTION OF STREET RESERVE, ROBERTSON FOR PARKING PURPOSES (7/2/R) (DIRECTORATE: CORPORATE SERVICES)	19
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UMSIZA PLANNING: APPLICATION TO PURCHASE A PORTION OF ERF 2 (256M²) ADJACENT ERF 2421 & USE OF A PORTION OF STREET RESERVE, ROBERTSON FOR PARKING PURPOSES (7/2/R)
(DIRECTORATE: CORPORATE SERVICES)

Purpose of report

To submit a report to the Mayoral Committee for consideration regarding an application received from Umsiza Planning on behalf of Pauline Trust.

Background

The following letter was received from Umsiza Planning:

"Pauline Trust (aangeheg verkorte akte) doen aansoek vir die koop van Re/Erf 2 Robertson (ABCD op Plan "Plan_Selling of ABCD" aangeheg), groot 256,5m².

Die aansoeker wil graag die munisipale grond met aanliggende Erf 2421 Robertson konsolideer (R/2421 en Ptn A op Plan).

Die sluiting van hierdie gedeelte munisipale grond is op 26 Augustus 2004 deur die voormalige Breërivier Wynland Munisipaliteit goedgekeur as voorwaarde vir die onderverdeling en hersonering van Erf 2421 Robertson – sien aangeheg.

Intussen is die kantore ontwikkel op voorgestelde Gedeelte A en ABCD is geplavei, die leivoor bestaan nie meer nie, en die stormwaterpyp is met 'n gewapende betonblad versterk vir voertuig verkeer, alles op koste van die aansoeker.

Die kantore se bouplanne is goedgekeur in 2005.

Die onderverdeling van Erf 2421 Robertson is egter nooit geregistreer nie, en die goedkeurings het verval. Daarom moet van vooraf aansoek gedoen word by die Raad vir die verkryging/koop van ABCD om gesluit te word en met Erf 2421 gekonsolideer te word.

Aangeheg is 'n lugfoto wat die onderverdeelde erwe foutiewelik aandui asook Re/2 (ABCD op ander Plan).

Hierdie aansoek se doel is dus om Raadsgoedkeuring te kry vir die koop van Re/Erf 2 (ABCD) van 256,5m² groot.

Aansoek word ook gedoen om 'n gedeelte van die straatreserwe te gebruik vir parkering (sien No 14 by kantore en 8 en 9 by gastehuis).

Aangesien hierdie gedeelte reeds deur die aansoeker ontwikkel was as voorwaarde as deel van die goedkeuring deur die Munisipaliteit in 2004 en dit gebruik word as deel van Erf 2421 se toegang en parkering, word versoek dat dit steeds beskou word as reeds toegekende grond wat se goedkeuring slegs hernu word. As gevolg van hierdie spesifieke omstandighede, word versoek dat hierdie aansoek nie op openbare tender geplaas word nie."

A location map was attached.

The following comments were received:

Comments: Chief Financial Officer

In terms of section 14 of the MFMA. Disposal of capital assets. — (1) A municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services.

(2) A municipality may transfer ownership or otherwise dispose of a capital asset other than one contemplated in subsection (1), but only after the municipal council, in a meeting open to the public has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset.

Should council decide to sell the property, this should be done via open market tender

Comments: Director: Strategy & Social Development

This is a complicated matter that would require a legal opinion if what was proposed by the applicant can be acceptable as per MFMA

Comments: Director: Community Services

Application not supported. Public tender process be undertaken to alienate portion of erf 2 if not required for municipal services.

Comments: Manager: Town Planning

The illustrated area(ABCD) to be purchased for parking are supported and to follow the public tender process. The owner needs to apply to lease the three parking areas that encroach the cadastral line.

Comments: Manager: Electrical Engineering Services

No known electrical services are affected, no further comment from the Electrical Department.

Comments: Manager: Civil Engineering Services

Civil Engineering has no objection to the above application.

Comments: Cllr Coetzee

Ek het geen beswaar teen die aansoek nie en daarom ondersteun ek dit.

Recommendation

1. That it be confirmed that the portion of land is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)
2. That the application received from Umsiza Planning on behalf of Pauline Trust to purchase a portion of erf 2 (256m²) adjacent erf 2421 and use of a portion of the street reserve, Robertson for parking purposes not be approved.
3. That a portion of erf 2 (256m²) adjacent to erf 2421, Robertson be alienated by way of public tender for parking purposes subject to the following conditions applicable for the alienation of municipal property:
 - 3.1 That the selling price be determined based on a reasonable market value certificate.

- 3.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
- 3.3. That the purchaser be responsible for the payment of all services rendered to the portion of land.
- 3.4 That should it be necessary to upgrade, repair or install, municipal services on the portion of land, the Council then has a right to do so without being liable for damages.
- 3.5 That the Purchaser be responsible for the cost involved for rezoning, subdivision, consolidation, street closure, surveying, registration of servitudes and registration of the property in his/her name were applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant town planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.
- 3.6 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.
4. That approval not be granted to use a portion of street reserve adjacent to erf 2421, Robertson for parking purposes.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 12 April 2023 (pg. 20)

This item served before the Corporate Services Portfolio Committee on 12 April 2023
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 12 April 2023
Recommendation / Aanbeveling

1. That it be confirmed that the portion of land is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)
2. That the application received from Umsiza Planning on behalf of Pauline Trust to purchase a portion of erf 2 (256m²) adjacent erf 2421 and use of a portion of the street reserve, Robertson for parking purposes not be approved.
3. That a portion of erf 2 (256m²) adjacent to erf 2421, Robertson be alienated by way of public tender for parking purposes subject to the following conditions applicable for the alienation of municipal property:
 - 3.1 That the selling price be determined based on a reasonable market value certificate.
 - 3.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
 - 3.3. That the purchaser be responsible for the payment of all services rendered to the portion of land.
 - 3.4 That should it be necessary to upgrade, repair or install, municipal services on the portion of land, the Council then has a right to do so without being liable for damages.
 - 3.5 That the Purchaser be responsible for the cost involved for rezoning, subdivision, consolidation, street closure, surveying, registration of servitudes and registration of the property in his/her name were applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant town planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.
 - 3.6 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

4. That approval not be granted to use a portion of street reserve adjacent to erf 2421, Robertson for parking purposes.

This item served before the Executive Mayoral Committee on 19 April 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 19 April 2023

Aanbeveling / Recommendation

1. That it be confirmed that the portion of land is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)
2. That the application received from Umsiza Planning on behalf of Pauline Trust to purchase a portion of erf 2 (256m²) adjacent erf 2421 and use of a portion of the street reserve, Robertson for parking purposes not be approved.
3. That a portion of erf 2 (256m²) adjacent to erf 2421, Robertson be alienated by way of public tender for parking purposes subject to the following conditions applicable for the alienation of municipal property:
 - 3.1 That the selling price be determined based on a reasonable market value certificate.
 - 3.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
 - 3.3. That the purchaser be responsible for the payment of all services rendered to the portion of land.
 - 3.4 That should it be necessary to upgrade, repair or install, municipal services on the portion of land, the Council then has a right to do so without being liable for damages.
 - 3.5 That the Purchaser be responsible for the cost involved for rezoning, subdivision, consolidation, street closure, surveying, registration of servitudes and registration of the property in his/her name were applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant town planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.
 - 3.6 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.
4. That approval not be granted to use a portion of street reserve adjacent to erf 2421, Robertson for parking purposes.

UMSIZA PLANNING: APPLICATION TO USE A PORTION OF ERF 7688, ROBERTSON FOR PARKING PURPOSES (15/4/9/R:7/2/R) (DIRECTORATE: CORPORATE SERVICES)

Purpose of report

To submit a report to the Mayoral Committee for consideration regarding an application received from Umsiza Planning on behalf of Pat Paulsen Familietrust.

Background

The following letter was received from Umsiza Planning:

"1. PHYSICAL CHARACTERISTICS OF SITE & BACKGROUND

Municipal owned and Industrial Zone I (Industry) Erf 7688 Robertson is a long, unequal, and narrow erf between the railway line and Voortrekker Street. It lies at the southern end of Reitz Street and includes the following:

- ▮ a piece of provincial Main Road (MR) 290 to McGregor.*
- ▮ an open area on the outer corner of MR290 that is currently used for public parking.*
- ▮ an access road to and at the back of the business sites up to the boundary of the Robertson Nursery.*

The open area has been illegally used in the past for the parking of buses as well as for the trading of informal hawkers. These uses have been successfully terminated and the area is used for public parking by mostly visitors to the surrounding business uses.

During 2013, a request was submitted by the owners of the La Verne Wine Boutique and Robertson Art Gallery to the Council for the rezoning of the open square from industrial use to transport use (parking). At that stage, the land belonged to Transnet and the request could not be processed. Erf 7688 Robertson was sold by Transnet to the Langeberg Municipality in 2017.

2. USE OF LAND & ZONINGS

Erf 7688 Robertson is part of the main tourism strip in Voortrekker Street together with the following erven on the same side of the road:

- ▮ Erf 4616 La Verne Wine Boutique (Business Zone I).*
- ▮ Erf 4655 Robertson Art Gallery (Business Zone I).*
- ▮ Erf 4983 Strictly Coffee (Business Zone I).*
- ▮ Erf 4984 Coffee Shop/offices (Business Zone I).*
- ▮ Erf 4658 Robertson Garden World and offices (Business Zone I).*
- ▮ Erf 7668 KWV Wine shop (Business Zone II).*
- ▮ Re/Erf 1237 Transnet railway line & Station Building (Industrial Zone I); and*
- ▮ Erf 7668 & 7667 & 8175 Robertson Winery (Industrial Zone I).*

The business sites mentioned above, together with the other business erven across Voortrekker Street are the main tourist attractions and the backbone of Robertson tourism.

Parking areas are available on the north-eastern side of Voortrekker Street such as at the Robertson Wine Valley Tourist office, at the back of Bourbon Street as well as on other business erven up to the KFC.

However, except for a parking area on Erf 4659, the businesses located on the south-western part of Voortrekker Street do not have parking on site. Consequently, public parking has been provided on the sidewalk parallel to

Voortrekker Street to accommodate this need. As these parking's are not enough to accommodate the visitors to these businesses, the open square part of Erf 7688 absorbs the overspill parking need. This area is especially used during the day by tourists and locals who visit the nearest tourist/business sites, especially the La Verne Wine Boutique, the Robertson Art Gallery and the Nursery, and during the evenings by customers of Bourbon Street opposite the street.

The need for public parking will further increase with the renovation of the station building next door.

3. REASON FOR REQUEST

The shared owner of both the La Verne Wine Boutique and Robertson Art Gallery needs urgently additional space (for sales, storage, and administrative functions) to operate optimally as well as to create one combined, more efficient and cost-effective business/tourist attraction with one entrance door to provide a one-stop facility that sells art, jewellery, wine and food, décor, gifts etc.

The only space available for expansion is between the two buildings that is approximately 9,5m wide.

The intention is to consolidate the two erven to establish a combined state of the art facility.

The subsequent expansion of gross leasable area (GLA), will, however, requires additional parking that will not be able to meet the parking requirements of the Integrated Zoning Scheme (IZS) By-Law of 2018.

[The 9,5m area between the buildings is not adequate to allow for a parking strip of 5m (length of bay) plus 7,5m (in and out movement), and in addition, this is the only space for expansion of the buildings.]

Therefore, unless proof of alternative parking can be provided, this will not be possible and will not be favourable considered by the municipal town planners.

4. CONTRIBUTION TO ROBERTSON TOURISM

These two long-established businesses play a large role in the success of Robertson tourism.

They are both very visible due to their location at the start of the business corridor along Voortrekker Street and on the corner with the McGregor Road.

They are well-known and define Robertson tourism, especially for those people just driving along Voortrekker Street through town.

The Art Gallery receives many overseas tourists and is widely known for its art collections. Many tourists plan their routes around Robertson to be able to visit and buy from the gallery. From September 2022 to 24 January 2023, an average of 80 people per day visited the gallery (excluding all on-line sells).

The La Verne Wine Boutique is a large attraction that sells from grape juice to wine from more than 50 cellars. The wine boutique represents the character of the Langeberg/Breede River wine valley and gives exposure to the many local wineries.

Approximate 64 people visit La Verne daily, excluding on-line sells and orders to Wine Club members.

5. NEED

Especially within the current economic climate and increasing load shedding volumes, the statement made by the Deputy Mayor during a tourism meeting last week is emphasized, namely "...to accommodate expenses, we need to grow businesses."

The reservation of Erf 7688 Robertson for public parking and therefore the possibility for growth of La Verne and the Art Gallery will therefore be to the advantage of the owner, the Municipality, Robertson as a tourism town as well as clients/tourists:

Owner: Both businesses will grow in synergy and complement each other. The combined facility will attract more visitors – it is expected that the number of feet will increase tremendously with one combined building and one entrance door. Increased visits and sales will ensure sustainable businesses and livelihoods.

Municipality: Sustainable businesses ensure healthy financial contributions and service delivery. One successful business creates a snowball effect and opportunity for others. The availability of parking plays a big role in the enthusiasm of people to stop and visit.

Robertson town: More visitors to Robertson and more people stopping en-route means more expenditure and economic growth of the whole town.

Clients/tourists: One combined and attractive one-stop shop with parking available will grow into an important landmark that will be well-known and a "must" to be visited by clients and the many tourists on the busy Route 60/62 towards Cape Town.

(This can be compared to the Bali shop on the eastern side of Riversdale and the Diesel & Crème restaurant/ice-cream and other restaurants and shops in Barrydale along Route 62).

6. DESIRABILITY OF USING ERF 7688 ROBERTSON FOR PUBLIC PARKING USE

Although Erf 7688 Robertson is zoned for industrial use, it has always been used for public parking and access.

The location, size, shape, and existing uses of the erf do not allow desirable industrial development.

Any industrial development on the remaining open buildable area (i.e., the parking area) will be small and uneconomical, with no space for parking. Any industrial building will be unsightly next to this entrance into town and limit the visibility of the station building.

Any development will eliminate a valuable parking area that is used on a daily basis by locals and visitors to the businesses/tourism uses along Voortrekker Street.

The parking area contributes to and support the attractiveness of this important strip of tourist / business facilities / attractions along Voortrekker Street. It is in character with and in support of the adjacent tourism uses.

The use of this area other than for public parking purposes will create serious traffic and parking problems along Voortrekker Street, with detrimental impacts on the economy of the whole town.

The reservation and rezoning of this piece of land for public parking is therefore essential to keep Robertson attractive and economic viable.

[If approved, Erf 7688 will be rezoned to Transport Zone II with "public street" as primary use. According to the IZS, "public street" means any land, owned by or vesting in the Municipality, indicated on an approved plan, diagram or map as having been set aside as a public thorough way for vehicles and pedestrians and includes open public parking areas.

A site development plan showing the use of the area as open public parking will be submitted to the Municipality for its approval."

A location map was attached.

The following comments were received:

Comments: Director: Strategy & Social Development

If the municipality has no use for the portion and no major services will be affected, the request should be considered via an open public Tender

Comments: Director: Community Services

Request to use portion of erf 7688 , Robertson for parking purposes supported subject to following public comments processes.

Comments: Chief Financial Officer

In terms of section 14 of the MFMA. Disposal of capital assets. —(1) A municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services.

(2) A municipality may transfer ownership or otherwise dispose of a capital asset other than one contemplated in subsection (1), but only after the municipal council, in a meeting open to the public has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset.

Should council decide to sell the property, this should be done via open market tender

Comments: Manager: Town Planning

The current zoning of the property is Industrial Zone I. The site is in line with the existing business corridor of Voortrekker street and do have the opportunity to create it as a business site. The effect of a parking lot on an intersection corner is not favourable for a business corridor especially a tourist through route. Applicant to provide a site layout of their parking for recommendation.

Comments: Manager: Civil Engineering Services

The Civil Engineering Services has no objection to the above application. A layout plan must be provided together with all Municipal services within the proposed area, for approval. Any municipal services that must be relocated will be for the account of the applicant.

Comments: Manager: Electrical Engineering Services

There are existing Medium - and Low Voltage electrical services (underground) on the erf.

These services should not be affected by the parking, but if the services need to be accessed, the parking will not be available for the duration of the work.

Comments: Cllr Coetzee

Ek het geen beswaar teen die versoek, slegs met betrekking tot die gedeelte langs Le Verne wat tans as parkering gebruik word.

Comments: Snr Manager: Administrative Support

It is recommended that a land surveyor be appointed to determine which portion of land can be alienated by way of public tender.

Recommendation

1. That it be confirmed that the portion of land is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)

2. That the application received from Umsiza Planning on behalf of Paulsen Family Trust to use a portion of erf 7688, Robertson for parking purposes not be approved.
3. That a Land Surveyor be appointed to determine the portion of land that is available for alienation taken into consideration municipal services crosses a portion of this portion of land.
4. That the portion of land that is being identified, be alienated by way of public tender for parking purposes after point 3 has been adhered to subject to the following conditions:
 - 4.1 That the selling price be determined based on a reasonable market value certificate.
 - 4.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
 - 4.3 That the tenderer be responsible for all the connection fees for municipal services rendered to the property.
 - 4.4 That should it be necessary to upgrade, repair or install, municipal services on the portion of land, the Council then has a right to do so without being liable for damages.
 - 4.5 That the Purchaser be responsible for the cost involved for rezoning, subdivision, consolidation, street closure, surveying, registration of servitudes and registration of the property in his/her name were applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant town planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.
 - 4.6 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 12 April 2023 (pg. 26)

This item served before the Corporate Services Portfolio Committee on 12 April 2023
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gediën op 12 April 2023
Recommendation / Aanbeveling

1. That it be confirmed that the portion of land is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)
2. That the application received from Umsiza Planning on behalf of Paulsen Family Trust to use a portion of erf 7688, Robertson for parking purposes not be approved.
3. That a Land Surveyor be appointed to determine the portion of land that is available for alienation taken into consideration municipal services crosses a portion of this portion of land.
4. That the portion of land that is being identified, be alienated by way of public tender for parking purposes after point 3 has been adhered to subject to the following conditions:
 - 4.1 That the selling price be determined based on a reasonable market value certificate.
 - 4.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
 - 4.3 That the tenderer be responsible for all the connection fees for municipal services rendered to the property.

- 4.4 That should it be necessary to upgrade, repair or install, municipal services on the portion of land, the Council then has a right to do so without being liable for damages.
- 4.5 That the Purchaser be responsible for the cost involved for rezoning, subdivision, consolidation, street closure, surveying, registration of servitudes and registration of the property in his/her name were applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant town planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.
- 4.6 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

This item served before the Executive Mayoral Committee on 19 April 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 19 April 2023

Aanbeveling / Recommendation

1. That it be confirmed that the portion of land is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)
2. That the application received from Umsiza Planning on behalf of Paulsen Family Trust to use a portion of erf 7688, Robertson for parking purposes not be approved.
3. That a Land Surveyor be appointed to determine the portion of land that is available for alienation taken into consideration municipal services crosses a portion of this portion of land.
4. That the portion of land that is being identified, be alienated by way of public tender for parking purposes after point 3 has been adhered to subject to the following conditions:
 - 4.1 That the selling price be determined based on a reasonable market value certificate.
 - 4.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
 - 4.3 That the tenderer be responsible for all the connection fees for municipal services rendered to the property.
 - 4.4 That should it be necessary to upgrade, repair or install, municipal services on the portion of land, the Council then has a right to do so without being liable for damages.
 - 4.5 That the Purchaser be responsible for the cost involved for rezoning, subdivision, consolidation, street closure, surveying, registration of servitudes and registration of the property in his/her name were applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant town planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.
 - 4.6 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

SUBMISSION - REVIEWED LANGEBERG MUNICIPALITY TREE MANAGEMENT POLICY (DIRECTORATE: COMMUNITY SERVICES)

PURPOSE

To submit a reviewed Langeberg Municipality Tree Management Policy to the Community Services, Portfolio Committee and Council for consideration.

BACKGROUND

This policy provides a rationale and framework for an equitable, transparent, and consistent approach to the management of trees by the Langeberg municipality. To establish the municipality's commitment and future strategic direction for tree planting, protection, management and maintenance of its trees or urban forest. To address tree management and maintenance issues faced by the municipality. To provide a framework for decision making, documentation and standardized processes to ensure consistency in the management of the municipality's urban forest.

This policy applies to all municipal trees that are on land owned or managed by the municipality within urban boundary, townships, public open spaces, and nature reserves. This policy is applicable to all developers, builders, service providers, residents, civil contractors, event organizers and internal works units undertaking activities in proximity to municipal trees.

The various tree species have different growth characteristics, i.e., shape, growth rate, size when fully grown, wind and drought resistance, vigorous and aggressive root systems, deciduous or evergreen, flower- and/or fruit-bearing, etc. These characteristics must be considered when tree species are selected for planting in residential areas, and it is therefore essential that specie lists are prepared for different areas according to local weather and other conditions. It is necessary to apply a tree policy to address and provide guidelines regarding our street trees.

Langeberg Municipality has an approved Tree Management policy dated on 25 August 2014 and has been implemented since then. The policy has never been reviewed to ensure the ever-changing needs of the communities are addressed together with climatic changes.

FINANCIAL IMPLICATIONS

No financial implications

Recommendation

1. That the Tree Management Policy be approved in principle for public participation process to commence for period of one (1) month.
2. Comments received as stated above, be submitted for council approval of the policy.

NOTE: The annexure was distributed as part of the agenda for the Community Services Portfolio Committee meeting of 12 April 2023 (pg. 13 – 36)

This item served before a Community Services Portfolio Committee on 12 April 2023

Hierdie verslag het voor die Gemeenskapsdienste Portefeulle Komitee gedien op 12 April 2023

Aanbeveling / Recommendation

1. That the Tree Management Policy be approved in principle for public participation process to commence for period of one (1) month.
2. Comments received as stated above, be submitted for council approval of the policy.

This item served before the Executive Mayoral Committee on 19 April 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 19 April 2023
Aanbeveling / Recommendation

1. That the Tree Management Policy be approved in principle for public participation process to commence for period of one (1) month.
2. Comments received as stated above, be submitted for council approval of the policy.

SECOND DWELLING ELECTRICITY AND CERTIFICATE OF COMPLIANCE: (DIRECTOR ENGINEERING SERVICES)

Purpose of report

To submit a report to council regarding the technical aspects of the electrical connection for a second dwelling and its COC.

Background

To ensure the safety of all electrical installations within the Langeberg Municipal Electrical Distribution area, it is proposed that all unlawful electrical installations, specifically for second dwellings be rectified.

The proposal is to launch an awareness campaign to educate the general public on the technical aspects and to provide sufficient time and means for this to be implemented.

Also refer to the attached Council Resolution A4326: *REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS IN INFORMAL SETTLEMENT* for additional information and background.

Further comments

A second dwelling may be erected subject to Town Planning requirements and Building regulations.

According to the SANS-10142 regulations, every electrical installation that is connected to the Municipal electrical network must have a certificate of compliance (COC.)

It is the responsibility of the owner of the property to obtain the COC, at his/her own cost.

A COC can only be issued by a qualified installation electrician that is registered with the Electrical Contractors Association (ECA.)

The installation responsibility of the Municipality usually stops at the Erf boundary.

A second dwelling may be electrically connected from the first dwelling with or without metering for the second dwelling. If the second dwelling is connected without metering, the first dwelling's meter will measure the electricity usage for both dwellings (as illustrated in Figure 1.)

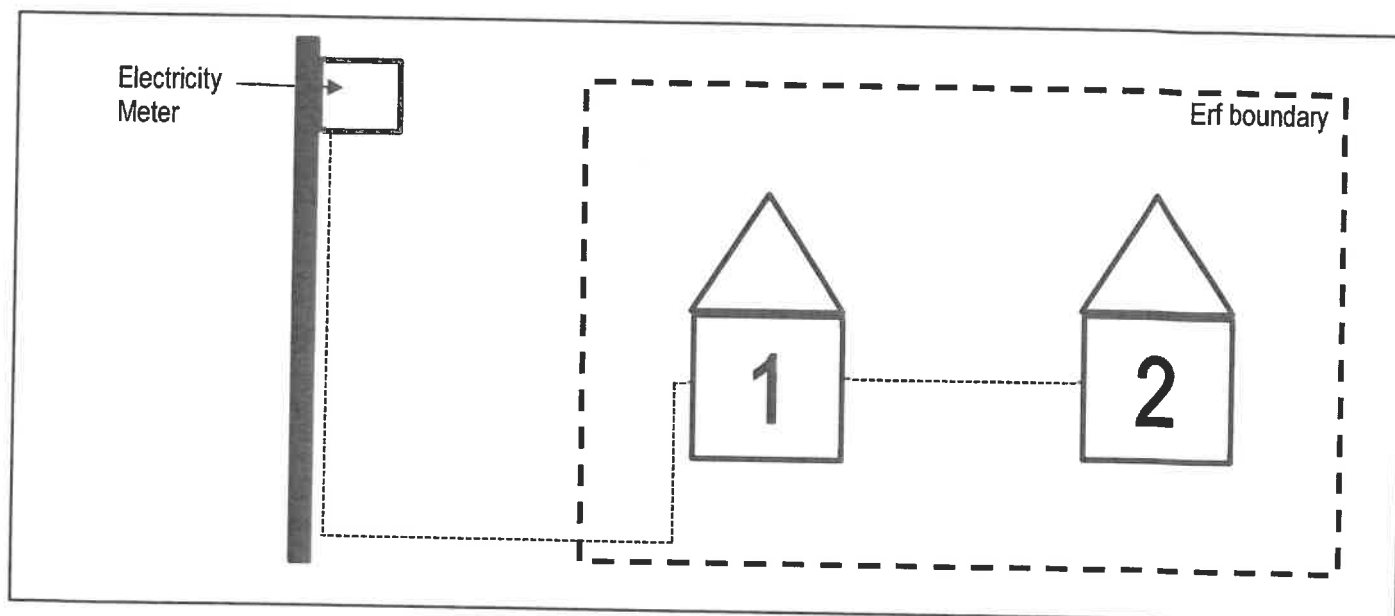


Figure 1: Second dwelling without a separate meter

The electrical installation of dwelling one and two each requires a valid COC to ensure the safety of the electrical installation. The COC belongs to the owner and a copy is provided to the Municipality. By law, any installation without a valid COC can be switched off and disconnected from the electrical network by the Municipality.

If there is a requirement for the second dwelling to be metered separately, the owner of the property shall, by means of a qualified installation electrician, at his own cost, modify / change the wiring to allow for the second dwelling to be metered separately. Any required changes to the Municipal infrastructure will be done by the Municipality at the customer's cost, after issuing of a cost estimation quotation.

Usually, the size of electrical connection of the first dwelling is not altered and both dwellings share the existing electrical connection. The owner could however request to increase the size of the electrical connection, at a cost, which will then provide additional capacity to be shared between the dwellings. Figure 2 illustrates a separately metered second dwelling.

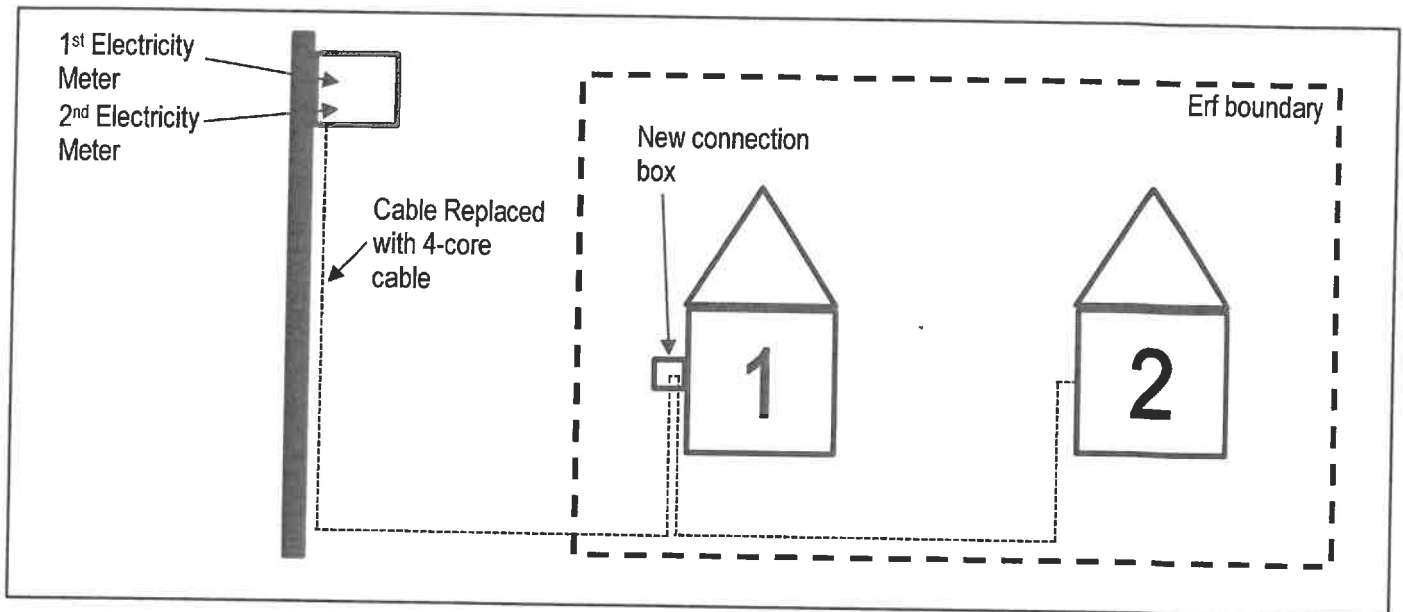


Figure 2: Second dwelling metered separately

Everything inside the erf boundary is the customer's responsibility and cost. The Municipal portion of the required alteration to the network will also be for the customer's cost. A COC is required for each of the dwellings.

Recommendation

That Council take note of the report and when a COC is required for a second dwelling.

NOTE: The annexure was distributed as part of the agenda for the Engineering Services Portfolio Committee meeting of 12 April 2023 (pg. 08 – 09)

This item served before an Engineering Services Portfolio Committee on 12 April 2023

Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 12 April 2023

Aanbeveling / Recommendation

That Council take note of the report and when a COC is required for a second dwelling.

This item served before the Executive Mayoral Committee on 19 April 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 19 April 2023

Aanbeveling / Recommendation

That Council take note of the report and when a COC is required for a second dwelling.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – FEBRUARY 2023 : DIRECTORATE:
CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include it as a note to the annual financial statements.*

The Report on Deviations for February 2023 was attached to this report.

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 12 April 2023 (pg. 09)

This item served before the Municipal Public Accounts Committee (MPAC) on 12 April 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 12 April 2023
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - FEBRUARY 2023 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)

Purpose of Report

To submit a report on deviations from the normal procurement processes for Council's notification.

Background

Paragraph 27(2) of the Supply Chain Management Policy of Council reads as follows:

- (2) *The Accounting Officer must record the reasons for any deviations in terms of subparagraph 1(a) and 1(b) of this Policy and report them to the next meeting of the Council and include as a note to the annual financial statements.*

The Report on Deviations for February 2023 was attached to this report.

Aanbeveling / Recommendation

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 12 April 2023 (pg. 11)

This item served before the Municipal Public Accounts Committee (MPAC) on 12 April 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 12 April 2023
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes is noted.

Dat kennis geneem word van die inhoud van die verslag in verband met afwykings van die verkrygingsprosesse.

REMUNERATION OF THE AUDIT & PERFORMANCE COMMITTEE MEMBERS AND INDEPENDENT FRAUD & RISK MANAGEMENT COMMITTEE MEMBER OF LANGEBERG MUNICIPALITY (5/14/R) (CHIEF AUDIT EXECUTIVE)

Purpose of report

The purpose of the report is to submit the proposed amendments to the remuneration payable to the Audit & Performance Committee (A&PC) members and the independent Fraud and Risk Management Committee (FARMCO) Chairperson of Langeberg Municipality to Council for approval.

Background

As per Council Resolution A3728 dated 10 December 2018, Council resolved that the remuneration of the A&PC and FARMCO be adjusted in terms of National Treasury's Circular for "*Remuneration of Non-official Members: Commission and Committees of Inquiry and Audit Committees*"

The Minister of Finance, in terms of Treasury regulation 20.2.2, granted approval on 12 January 2023 to amend the maximum remuneration payable per day to non-official members of Commissions and Committees of Inquiry by 3,0 per cent with effect from 1 April 2022.

The report for the amendment to the remuneration of A&PC members is submitted to Council for approval and was attached to this report.

Recommendation

1. The sitting fees of the A&PC and FARMCO Chairpersons should be adjusted to **R4 446** per meeting.
2. The sitting fees of the A&PC Members should be adjusted to **R2 698** per meeting.
3. The costs for preparation and data should remain as it currently is.
4. The tariffs contained in Transport Circular No 1 of 1977 (Transport Handbook on Tariffs for the use of Motor Transport) are reviewed monthly due to the fluctuations of the fuel price.
5. The changes on the sitting fees should be effective from 1 April 2022.
6. That the adjusted remuneration payable to the A&PC and FARMCO remain in effect until Council approves any further amendments thereto.

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 12 April 2023 (pg. 20 – 25)

This item served before the Municipal Public Accounts Committee (MPAC) on 12 April 2023

Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 12 April 2023

Recommendation / Aanbeveling

1. The sitting fees of the A&PC and FARMCO Chairpersons should be adjusted to **R4 446** per meeting.
2. The sitting fees of the A&PC Members should be adjusted to **R2 698** per meeting.
3. The costs for preparation and data should remain as it currently is.
4. The tariffs contained in Transport Circular No 1 of 1977 (Transport Handbook on Tariffs for the use of Motor Transport) are reviewed monthly due to the fluctuations of the fuel price.
5. The changes on the sitting fees should be effective from 1 April 2022.
6. That the adjusted remuneration payable to the A&PC and FARMCO remain in effect until Council approves any further amendments thereto.

LANGEBERG MUNICIPALITY BY-LAWS FOR ELECTRICITY, WATER & SEWER, ROADS AND STORMWATER

Purpose of the Report

To submit a report to Council regarding the draft Langeberg Municipality By-laws for Electricity, Water & Sewer, Roads and Stormwater for approval.

Background

Section 156(2) of the Constitution, 1996 makes provision that "A municipality may make and administer by-laws for the effective administration of the matters which it has the right to administer"

According to Section 11(3) of the Municipal Systems Act, 2000: "A municipality exercises its legislative or executive authority by passing by-laws....."

By-laws are legislation made by a municipal council and is enforceable in courts of law. It is therefore essential that by-laws are reviewed to ensure that it is up to date and relevant. The following By-laws have been reviewed:

- Electricity
- Water & Sanitation
- Roads
- Stormwater

A workshop to discuss the draft By-Laws with Councilors and Senior Management was held on 13 March 2023. Inputs received during this workshop was incorporated into the final draft By-laws for Electricity, Water & Sewer, Roads and Stormwater.

The proposed By Laws have the following objectives:

Electricity:-

- To provide for electricity supply in terms of agreement;
- To provide for granting of way leaves for electricity on private or other land;
- To provide for the disconnection or removal of electricity in case of improper use; (safety, tampering, etc.)
- To provide for laying down of principles for the re-sale of electricity;
- To provide for protection of municipality's supply mains; (approval needed for connections, etc)
- To provide for load reduction in cases of peak load
- To provide for responsibilities of customers re maintenance, metering equipment, etc;
- To provide for measurement of use; (metering equipment, pre-paid meters, accuracy, etc)
- To provide for control over work undertaken by electrical contractors;
- To provide for energy saving measures and reduced use of electricity (norms and standards)
- To provide for electricity supply to backyard dwellings;
- To provide for embedded generation (policy)

Water & Sanitation:-

- To combine water & sanitation in single by-law;
- To comply with national policy on provision of domestic water & sanitation services;
- To provide for levels of water supply services;
- To provide for special agreements with water services intermediaries;
- To provide for water demand management and water restrictions;
- To provide for connection, quantity and water quality; (Schedule of Approved Pipes and Fittings)
- To provide for water conservation and prevention of pollution of water sources;
- To provide for the re-sale of water;
- To provide for standards for sanitation services;

- To provide for proper disposal of sewage and industrial effluent;
- To do away with bucket sewer systems, French drains and septic tanks;
- To provide for on-site sewer systems;
- To ensure proper construction and installation of drainage installations; (compliance certificate upon transfer)
- To ensure installation of proper pre-treatment facilities where necessary;

Stormwater:-

- To provide for prohibition of discharge of substances into storm water systems;
- To provide for unlawful actions which may cause flooding or damage to property or municipal systems;
- To provide for storm water systems on private land and drainage of water from high-lying to low-lying areas;
- To provide for powers of municipality to inspect and to take steps it may regard necessary; (flooding, construction, etc)

Roads and Streets:-

- To provide for approval of municipality for any work or beautification on streets or sidewalks;
- To provide for trees in streets;
- To provide for encroachments on streets or sidewalks;
- To provide for prohibited behaviour in streets;
- To provide for works in streets (laying of cables, fibre, etc)
- To provide for re- instatement of driveways, sidewalks etc.
- To provide for processions in streets and closure of streets;

Recommendations

1. That Council approve the draft Electricity Supply, Water & Sanitation, Stormwater, Roads and Streets By-laws in principle
2. That the By-Laws be advertised for public input in terms of Section 12(3)(b) of the Municipal Systems Act, 32 of 2000.
3. That copies be provided of the draft By-laws to all Ward Committees and that comments be requested
4. That the draft By-laws be made available to all Municipal Offices and Libraries.
5. That should no public comments be received, the said draft By-Laws be adopted as final By-laws for the Langeberg Municipality for publication in the Provincial Gazette in terms of Section 13 of the Systems Act.

This item served before an Engineering Services Portfolio Committee on 12 April 2023
Hierdie verslag het voor die Ingenieursdienste Portefeulle Komitee gedien op 12 April 2023
Aanbeveling / Recommendation

1. That Council approve the draft Electricity Supply, Water & Sanitation, Stormwater, Roads and Streets By-laws in principle
2. That the By-Laws be advertised for public input in terms of Section 12(3)(b) of the Municipal Systems Act, 32 of 2000.
3. That copies be provided of the draft By-laws to all Ward Committees and that comments be requested
4. That the draft By-laws be made available to all Municipal Offices and Libraries.

5. That should no public comments be received, the said draft By-Laws be adopted as final By-laws for the Langeberg Municipality for publication in the Provincial Gazette in terms of Section 13 of the Systems Act.

This item served before the Executive Mayoral Committee on 19 April 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 19 April 2023

Aanbeveling / Recommendation

1. That Council approve the draft Electricity Supply, Water & Sanitation, Stormwater, Roads and Streets By-laws in principle
2. That the By-Laws be advertised for public input in terms of Section 12(3)(b) of the Municipal Systems Act, 32 of 2000.
3. That copies be provided of the draft By-laws to all Ward Committees and that comments be requested
4. That the draft By-laws be made available to all Municipal Offices and Libraries.
5. That should no public comments be received, the said draft By-Laws be adopted as final By-laws for the Langeberg Municipality for publication in the Provincial Gazette in terms of Section 13 of the Systems Act.

**QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: JANUARY – MARCH 2023 (9/2/1/9),
(DIRECTOR STRATEGY & SOCIAL DEVELOPMENT)**

Purpose of Submission:

To submit a quarterly progress report on the LED Department to Council for the period JANUARY – MARCH 2023

Background

This report seeks to report the progress of the LED Department for the period of JANUARY – MARCH 2023.

1. ENTERPRISE DEVELOPMENT PROGRAMME:

1.1 Co-Operatives and Small Businesses

Small Business Development – Ms. O Liemens

- Assists Small Businesses on an ongoing basis with new company registrations, B-BBEE Certificates, advice, assistance with registration on Central Supplier Database (CSD), Langeberg Municipality supplier database, SARS Tax clearance and way forward for new businesses.
- Informal and Micro Enterprise Development Programme (IMEDP) funding forms are being distributed to the small businesses, in all towns, and assisted in completing the applications.
- Completed funding forms gets delivered to SEDA. They then send the applications to Small Business Development.
- Dates for new SEDA Engagements for 2023 has been approved, and the engagements started on the 26 January.

Contractor Development Programme – O. Liemens

- SEDA is busy developing the 51 Contractor businesses that attended the Information Expo during 2022.
- The department compiled a list of all CIDB levels and gave through to SEDA.
- SEDA will hand over the CIDB list of compliant Contractors over to the contact persons at the Windfarm in Bredasdorp, and Bontebok Park for possible job opportunities.
- The compliant Contractors will get training from SANRAL and NHRBC.
- The Startup contractors were put on a mentoring programme with SEDA to get compliant and get training with NHRBC in April on various business practices.
- SEDA in collaboration with Langeberg Municipality are busy with Mentorship programme.
- SEDA and LED department had an orientation programme with 25 local Contractors on 23 February 2023 to give information on the training programmes. This took place at the Commando building and presentation were done by SANRAL, Human Settlement and SEDA.



Background of the Mentorship Programme

Seda in partnership with Langeberg Local Economic Department aims to develop and empower emerging contractors in the Langeberg Municipality. The purpose of the project is to deliver an enterprise coaching program, with a view of assembling a group of 25 emerging contractors, starting in February 2023.

Project objective

The goal of this mentorship/ coaching programme is to assemble groups of emerging contractors (CIDB Level 1 and 2) and appoint an experienced mentor / coach with the expressed intent of:

- Improved Compliance with Statutory Bodies.
- Improved Efficiency and Effectiveness; and
- Increased Turnover.
- Retained/Increased Jobs.

The Programme will be implemented with the following objectives in mind:

- Facilitate the creation of an enabling operating environment for small business enterprises.
- Facilitate access to non-financial resources, capacity-building services, products, and services.
- Facilitate the building of sustainable and competitive small business enterprises.
- Facilitate market access for products and services of small business enterprises.
- Act as a business information hub for small business enterprises.
- Allow small business enterprises to share experiences, create networking opportunities and learn from each other, and
- Provide advice and support to small business enterprises.

The project plan for the emerging Contractors is as follows:

Key Activities	Duration	Start Date	End Date	Completion
Identification of beneficiaries	2 weeks	7 February	17 February	Complete
Orientation	3 hours	14 February	23 February	Complete
Mentorship programme	3 weeks	01 March	June	In process
Human Settlement Contractor Technical Training	5 days	April	April	Venue confirmation Final Confirmation from Human Settlement
SANRAL	22 days	April	August	Callie de Wet
Human Settlement Contractor training Project management	44 days	TBA	TBA	TBA
Human Settlement contractor training Construction management	45 days	TBA	TBA	TBA

SEDA and LED department had a screening session with the Contractors interested in the Contractor Development programme, 08 local Contractors from Nkqubela, and 08 from Robertson attended this session on 03 March 2023. This took place at the Nkqubela Community Hall and Robertson Community Hall. The screening programme with the Contractors from Zolani and McGregor were done online. The Contractors from Montagu were done on 8 March 2023 at the Wilhelm Thys Hall.

The first 25 Contractors will have a training session with SANRAL starting in April 2023 and completed in August 2023, 5 days per month at the Callie de Wet.

The other Contractors that are non-compliant will be put on a Technical Training course of 5 days in April 2023 to assist with compliance.

SUCCESS STORIES

Nicolene Braaf (SMME)

A client from Bonnievale (Nicolene Braaf) have a contract with Luxembourg. She is currently busy with her 4th order for them. She makes Handbags and wine bottle from Sweswe material covers. We had a meeting with her, SEDA business advisor and a representative of Luxembourg. SEDA are putting a quality control process in place. Nicolene is also training jobless women and young people. Currently she employs 4 people permanently as well as a disabled person. She is still looking for a premises, she is currently working from home.

Ellen Williams (Montagu)

- Turnover increased by 32.81%,
- Increased staff complement from 1 to 4, an increase of 3
- Client was awarded two (2) contracts at Langeberg municipality since August 2022
- The business advisor assisted Mrs. Ellen with the application for the Informal Micro-Enterprises Development Programme (IMEDP) and she was awarded equipment

Nikki Braaf (Bonnievale)

- Turnover increased by 817%,
- Increased staff complement from 1 to 6, an increase of 5 or 500%.
- Access the markets - Manage to sell the products and access the market in Germany through Luxenberg NPO, a client of the business.

Nicolene Hollenberg (Montagu)

- Turnover increased 15.12%,
- Increased staff complement from 1 to 3, an increase of 2

Megail Davids (Bonnievale)

- Turnover increased by 4 483%

SEDA ENGAGEMENTS & TRAININGS

The following SEDA engagements already took place:

DATE	TOWN & VENUE	SMME'S	ENGAGEMENT - Systematic Need based Approach
26 Jan 2023 14 February	Happy Valley Side Hall (Ashley Abrahams – SEDA Business Advisor)	07 12	Contractor Development Programme - screening Ongoing business assessments with start ups New procurement: IMEDP Funding GAP Assessments Compliance assistance with start ups Mentorship & Coaching
24 March	Andile Dikeni (SEDA Business Advisor)	03	
31 Jan 2023 07 February	Wilhelm Thys Community Hall (Ashley Abrahams– SEDA Business Advisor)	07 08	Contractor Development Programme - screening Ongoing business assessments with start ups New procurement: IMEDP GAP Assessments Interventions Compliance assistance with start ups Strategy Development Mentorship & Coaching
08 March	Andile Dikeni (SEDA Business Advisor)	05	
31 Jan 2023 22 March	Nkqubela Community Hall (Andile Dikane – SEDA Business Advisor)	02 05	One on one consultations Ongoing business assessments with start ups New procurement: IMEDP GAP Assessments Compliance assistance with start ups Mentorship & Coaching
31 Jan 2023 03 March 22 March	Robertson Community Hall (Civic) (Ashley Abrahams – SEDA Business Advisor) Andile Dikane – (SEDA Swellendam Business Advisor)	03 08	One on one consultations Ongoing business assessments with start ups Contractor Development Programme - screening New procurement: IMEDP GAP Assessments Compliance assistance with start ups Mentorship & Coaching Contractor Screening Session
22 Febr 2023 03 March	McGregor (Cheryl Damons – SEDA Worcester Business Advisor)	10 12	Basic business training skills for Informal Traders Ongoing business assessments with start ups Business Training GAP Assessments Compliance assistance with start ups Mentorship & Coaching

- Moved SEDA engagements in Ashton to the Barnard Community Hall – more accessible.

- 30 January 2023 – Barnard Community Hall, Ashton & Zolani Community Hall (Cancelled - transport problems)
- 31 January 2023 – McGregor Community Hall (Cancelled – transport problems)
- SEDA engagement only took place in Montagu, Bonnievale & McGregor during February due to the closure of the Swellendam Office, and the relocation of the different Business Advisors.
- The engagement will go on as scheduled in the 5 towns from March 2023.

MEETINGS

- 16 January – Progress meeting no.4 with BEAP Construction and UDS (Upgrading of the informal Trading areas in Montagu and Bonnievale.
- 20 January – Staff Meeting SSD with Deputy Mayor and SSD Director to discuss the SDBIP for December 2022.
- 26 January – Meeting (telephonic) with Rafiqua Mosaval (Informal Trader beneficiaries – business Information sheets)
- 26 January – Meeting with Robertson Cashiers (Informal Trading permit books)
- 26 January – Meeting with SMME & SEDA, Bonnievale client and Luxemburg representative (Luxemburg contract)
- 07 February – Meeting with BEAP Construction for the upgrading of the informal trading areas in Montagu and Bonnievale Ruwaan Siebrits (UDS Africa), Neil Albertyn and Octavia Liemens.
- 08 February – LED & Tourism Strategy Engagement in McGregor (McGregor Community Hall)
- 09 February – LED & Tourism Strategy Engagement in Robertson (Callie De Wet)
- 14 February – Meeting with Ashley Abrahams in Bonnievale to discuss the Contractor Development Programme.
- 21 February – Meeting with SEDA (closure of Swellendam office).
- 21 February – Department Social Development (viewing of Nkqubela & McGregor Bakery equipment)
- 21 February – SSD Monthly Meeting with Deputy mayor Mr. J Steenkamp and Director Mrs. Matthys
- 23 February – LED and Tourism Strategy Status Quo (Updated).
- 24 February – Project Handover Meeting with Rafiqua Mosaval and Mr. Dave. Site visit after meeting at the trading areas in Montagu and Bonnievale.
- 27 February – Teams meeting with SEDA (project plan way forward – Contractor Development Programme)
- 03 March - Contractor Screening Session Robertson Town Hall & Nkqubela Community Hall.
- 08 March – Local Economic Development & Tourism Gaps and Opportunity Analysis.
- 09 March – Inspection at Montagu site checking on progress of upgrading of the informal trading areas in Montagu and Bonnievale attended by Ruwaan Siebrits (UDS Africa - Consultant), Walter Lange (BEAP Construction), Neil Albertyn (Langeberg Municipality Project Manager) and Octavia Liemens (LED Principal Clerk)
- 10 March – Meeting with Informal Traders to discuss and apply the Gazebo Programme for Robertson (SEDA Cheryl Damons)
- 27 March – Finance Department – Upgrading of Trading areas (Ms Gouws)
- 28 March – SSD Meeting with Deputy Mayor J Steenkamp and SSD Director: Mrs. C Matthys
- 29 March - Montagu Informal Traders – Rules & Booster Fund Forms (DEDAT)

INFORMAL TRADERS

<u>Informal Trading Area</u>	<u>Trading Spaces Available</u>	<u>Number of Traders</u>	<u>Permits issued for JANUARY 2023</u>	<u>Permits issued for FEBRUARY 2023</u>	<u>Permits issued for MARCH 2023</u>
Robertson	66	31	17	19	23
Montagu	18	18	0	0	1
McGregor	14	15	0	0	0
Bonnievale	26	8	05	05	07
Nkqubela	11	6	0	0	0

A list with Daily and Monthly bookings submitted daily to Law Enforcement, for follow up and feedback.
Site visit at the following trading areas for monitoring and complaints purposes:

- 16 January - Bonnievale Trading area
- 20 January – Hoop Street, Robertson
- 27 January – Montagu Trading area

- 3, 15 & 24 February 2023 – Hoop Street, R/son Trading area
- 24 February 2023 – Bonnievale & Montagu
- 09, 10 & 24 March 2023 – R/son, Hoop Street Trading area
- 09 March 2023 – Inspection site visit by UDS & Langeberg officials at Bonnievale & Montagu Trading areas
- 29 March – Allocation of Trading sites to Traders at Montagu & Bonnievale Trading areas

Capturing and updating trading information and assist clients with information on trading at sites in the Langeberg area.

Robertson Informal Trading Permit books are full and will be captured for audit perusal (book numbered **5401 – 5600** (January 2023) & book numbered **7001 – 7200** (February 2023).

After allocation of Trading sites, the Informal Traders had to book their permits for April 2023.

Trading regulations, and Booster Fund forms (DEDAT) were distributed. Traders must sign forms and submit before 05 April 2023.

Updated trading information and assisted clients with information on trading regulations at sites in the Langeberg area.

Cheryl Damons (SEDA Business Advisor) had a session with the Robertson Informal traders at the Robertson Town Hall for the Gazebo project 10 March 2023. SEDA will provide Traders at the Robertson Trading area with Gazebos.

Upgrading of Montagu & Bonnievale Trading areas was complete by 31 March 2023.

Received the signed certificate of Completion from UDS (Consultant), and BEAP Construction.



SUCCESS STORIES (INFORMAL TRADERS)

Ricardo Galant (Montagu)

Mr. Galant starts trading in 2010 with fruit and vegetables at the Montagu Trading area. He bought his products from the Cape Town Market and see to it that the products are fresh when delivered to the clients. He bought a trailer from money made from selling fruit and vegetables for the transporting of the products. He bought a house and 2 bakkies from the selling fruits and vegetables ± R180 000.

His main supporters are farm workers, police officers, municipal officials and the communities of Robertson, Montagu, Bonnievale and Ashton. He also makes deliveries from town to town when required. His biggest buyers are Avalon Springs, Country Inn and for weddings. During Covid lockdown he put his products on social media platforms and arranged drive by where the clients just picked up the products they ordered. He also assists feeding schemes in his community.

Juanita Brinkhuys (Montagu)

Ms. Brinkhuys and her husband started trading full time in 2009 after he lost his job. They used savings from the trading to buy a Breakdown vehicle to establish another stream of income. They renovated their house from money made from trading. Their profit up to 2020 was ±R35 000. Trading is their main income.

The business started slowing down when foreigners start selling the same products cheaper. Mr. Brinkhuys passed away beginning of 2022. Ms. Brinkhuys are still trading, and the business are doing good.

ARTS AND CULTURE DEVELOPMENT

- Attached are the following reports:
 - Quarterly report (Jan – March 2023) from SEDA (Regional Branch Manager – Kiewit Mhlongo)
 - Quarterly reports and expenditures of the Arts and Culture Service Providers for January – March 2023.
 - Post Training report (SEDA Business Advisor)

CONSULTATIONS

- 48 Consultations were done for the Months JANUARY – MARCH 2023.

LED ASSISTANCE DURING JANUARY – MARCH 2023

DATE	NAME OF CLIENT	ASSISTANCE PROVIDED	WALK-IN	TELEPHONIC ASSISTANCE	BUSINESS NAME/TYPE
16 January	Melvyn Tshali	Information on company final registration documents	✓		Nomdimba Property
16 January	Izak Abrams	Information on new company registration	✓		Young Developers
17 January	Ferman Jacobs Gerald October	Asked to be on list for training by SEDA. Include in the Construction programme	✓		Gerald Workshop Construction Company
18 January	Melvyn Tshali	Information on registration document SwiftReg. Information on Share Certificate was incorrect CIPC is busy fixing	✓		Nomdimba Property's
19 January	Nicqine Baadjies	Information on UIF form	✓		EPWP General worker
19 January	Naomi & Quinton Davids	Information on starting a maintenance business	✓		Still in process of registration
24 January	Jacobus Koert	Guidance for registration on CSD & Municipal Database /Put on list for training with SEDA	✓		JK Consulting (Pty)Ltd
25 January	Izak Abrams	Assist client with transfer of Shareholders and Directors for existing company	✓		Young Minds Developers
26 January	Jo-Ann Carolus	Assist with Income tax clearance and final documents for business		✓	JC Contractor
27 January	Abraham Adendorff	Assist with new company registration and send complete forms to SwiftReg	✓		SMME New Company
27 January	Abe Arendorff	Assistance with registration, CSD & Municipal database	✓		Adendorff Houtwerke

					Maintenance and making of cupboards
27 January	Lwandile Mweza	Guidance on getting on CSD (process) & municipal database	✓		Entertainment – sound
30 January	Jolin Baadjies	Information on registration and SEDA	✓		Not registered yet
30 January	Henry Slingers	Guidance and assistance on applying for equipment with IMEDP (Department Small Business Development)	✓		Producing and selling of building blocks
31 January	Marthinus Kramer	Information on registration – options; How to register as client of SEDA	✓		Not yet registered
31 January	James September	Progress of funding application with IMEDP	✓		Upholstery Business
01 February	Nigel Fortuin	Assist with compliance and way forward.	✓		Maintenance company
06 February	Rosina Ohlson	Assist with compliance & got on SEDA database	✓		Catering company
06 February	Debbie Erasmus/Jeronique Smith	Information on registration of Creche. Refer to Grassroots and a mentor	✓		Creche
06 February	Mangaliso Antoinette	Put on Contractor Development Programme – mentoring programme	✓		Construction company
08 February	Ruwan J Pekeur	Assist client with new company registration	✓		Construction
10 February	Virgil Herandien	Put on Contractor development training programme	✓		Herandien Trading
15 February	Selena Stevens	Information on registration		✓	Not yet decide on business sector
16 February	Lungy Walaza	Put on Contractor Development – technical training; mentoring programme	✓		Lungy Creations Construction
17 February	Xolile Pekula	Collect his SARS tax clearance and assist with CSD registration	✓		Thandonani Construction
17 February	Petros Poto	Assist with business CSD registration/Contractor development programme	✓		Nkqarhis Construction
20 February	Karel Herling	Assist & guidance with CIDB registration /Construction mentoring programme	✓		Herling Construction
22 February	Eugene London	Assist client with business registration.	✓		Construction
22 February	Melvin Nokonya	Information on progress of SEED FUND	✓		Tyre fitment center

23 February	Edward Pietersen	Compliance	✓		Not yet decided on business sector
23 February	Martin Abrahams	Assist client with information on CSD Registration	✓		Kemoetoe Construction
24 February	Johnathan vd Merwe	Assist with informal trading permit B/vale	✓		Informal Trader
01 March	Alexander (Allan) Smith	Contractor Development Programme – assist with compliance. Submit documents to SEDA	✓		Construction
01 March	Sam Fortuin	Contractor Development Programme – assist with compliance. Submit documents to SEDA	✓		Construction
01 March	Gideon Silwana	Gym owner - Gym payment system. Referred to SEDA for assistance with payment system. Applied for more equipment through IMEDP funding. Contractor development programme. Submit documents to SEDA	On site at gym		Gym – Health sector/ Construction
02 March	Eugene London	Assist client with new business registration	✓		Construction
06 March	Jeremy Lucas	Contractor Development Programme – assist with compliance. Submit documents to SEDA	✓		Construction
06 March	Mrs. Liebenberg	Information – starting Mobile Health service to Bonnievale Community. Liaise with other client with Health Service business. Source for information on organic farming for client	✓		Health Services Organic Farming
07 March	Mirinda Beukes	Assist with information on funding for equipment and way forward. Assistance from SEDA in branching out their pizza business	✓		Pizza Business
10 March	Mervin Van Eastland	Assist client with forms send by Ashley at SEDA	✓		Langeberg Construction
14 March	Richard Pietersen	Submission of Contactor Development programme forms	✓		R en JR Landbou Construction
15 March	Deon Van Wyk	Assist with deregistration of company. Refer to CIPC online to correct deregistration of company.	✓		Agriculture Construction
16 March	Adele Zeelie	Trading information. Want to hire container. Refer to	✓		Retail, & Trading

		Delgado's to hire space for shop.			
17 March	Andries Ayford	Assist with completing of SEDA forms for Gazebo's	✓		Traders
17 March	Mrs.Liebenberg	Registration of business. Source for information on organic farming	✓		Organic Farming
17 March	Ndao, Ali, Demba	Come to sign SEDA forms for the application of Gazebo's	✓		Traders
22 March	Elizna Van Wyk	Guidance on registration on CSD, update annual returns with CIPC.	✓		Agriculture & Construction
22 March	Graham Apollis	Compliance issues with Company. Gave guidance and refer to SEDA. Construction development Programme	✓		Construction - (Graham Cabinet & Maintenance Services)

Recommendation / Aanbeveling

It is recommended that council note the content of the quarterly report for the period of JANUARY – MARCH 2023.

NOTE: The annexure was distributed as part of the agenda for the Strategy & Social Development Portfolio Committee meeting of 12 April 2023 (pg. 17 – 60)

This item served before the Strategy & Social Development Portfolio Committee on 12 April 2023
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 12 April 2023
Aanbeveling / Recommendation

It is recommended that council note the content of the quarterly report for the period of January – March 2023.

This item served before the Executive Mayoral Committee on 19 April 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 19 April 2023
Aanbeveling / Recommendation

It is recommended that council note the content of the quarterly report for the period of January – March 2023.

PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD JANUARY- MARCH 2023
(LED DEPARTMENT) (9/2/1/9)

Purpose of the report:

To submit a report to Council about work opportunities created for the period January-March 2023.

Background

The Municipality, to combat the seasonality of employment, has set aside funds through the Poverty Alleviation budget and the EPWP grant, to create temporary work opportunities aimed as a relief for the unemployed. All internal departments are encouraged to employ labour-intensive methods to contribute towards this endeavour.

This report seeks to inform Council on the number of beneficiaries who benefited from projects for the period January -March 2023, 259 total number of jobs were created during this period.

CLEANING PROJECT ALL TOWNS (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Noluyolo	Dumezweni	F	1996-02-01	8	09/01/2023	31/03/2023
2	Jayliane	Mattheys	F	1991-07-31	4	09/01/2023	31/03/2023
3.	Neillin	Frans	F	2000-10-09	4	09/01/2023	31/03/2023
4.	Jeremiah	Arnold	M	1971-05-15	4	09/01/2023	31/03/2023
5.	Morieda	Visagie	F	1991-04-24	4	09/01/2023	31/03/2023
6.	Arrie	Du Toit	M	1990-07-08	4	09/01/2023	31/03/2023
7.	Francois	Syster	M	1996-07-05	4	09/01/2023	31/03/2023
8.	Jacobus	Smith	M	1984-02-13	8	09/01/2023	31/03/2023
9.	Ngwekazi	Cekiso	F	2002-02-17	8	09/01/2023	31/03/2023
10.	Jamie	Myoli	M	1990-08-05	8	09/01/2023	31/03/2023
11.	Jacoline	Oktober	F	1998-07-25	8	09/01/2023	31/03/2023
12.	Katrina	Oerson	F	1979-09-12	4	09/01/2023	31/03/2023
13	Kholiswa	Mpu	F	1988-06-21	4	09/01/2023	31/03/2023
14	Chantelle	Lewis	F	2004-01-26	4	09/01/2023	31/03/2023
15	Curtis	Hull	M	1990-05-26	5	09/01/2023	31/03/2023
16	Bianca	Losch	F	2001-10-15	5	09/01/2023	31/03/2023
17	Niklaas	Keyster	M	1980-05-05	5	09/01/2023	31/03/2023
18	Michaels	Plaatjies	M	1986-07-02	5	09/01/2023	31/03/2023
19	El-Teawin	Ficks	M	2003-07-04	5	09/01/2023	31/03/2023
20	Preven	Gertse	M	2002-11-16	5	09/01/2023	31/03/2023
21	Reagan	Jagers	M	2000-01-18	5	09/01/2023	31/03/2023
22	Desiree	Fluks	F	1965-07-08	7	09/01/2023	31/03/2023
23	Elana	Wiese	F	2003-12-18	7	09/01/2023	31/03/2023
24	Macebo	Vellem	F	1968-07-29	12	09/01/2023	31/03/2023
25	Jo Mare	Le Roux	F	2000-12-11	7	09/01/2023	31/03/2023
26	Madontsandile	Dinana	M	1992-05-17	12	09/01/2023	31/03/2023
27	Sylvia	Helepe	F	1977-03-16	12	09/01/2023	31/03/2023
28	Mthabiseng	Nqunyaza	F	1990-10-10	12	09/01/2023	31/03/2023
29	Roche	Williams	F	1985-08-31	7	09/01/2023	31/03/2023
30	Francis-Ann	Solomons	F	1979-06-20	12	09/01/2023	31/03/2023
31	Limakatso	Sekotlo	F	1987-10-10	12	09/01/2023	31/03/2023
32	Keanu	Adams	M	2004-04-09	9	09/01/2023	31/03/2023
33	Marvin	Meintjies	M	2001-03-28	9	09/01/2023	31/03/2023
34	Natasha	Theys	F	1990-01-12	9	09/01/2023	31/03/2023
35	John	Opperman	M	1986-02-14	9	09/01/2023	31/03/2023
36	Christie	Christoffels	F	1995-08-21	9	09/01/2023	31/03/2023
37	Wilmeen	Buis	F	1995-05-05	9	09/01/2023	31/03/2023
38	Shaun	Van Heerden	M	1964-05-15	9	09/01/2023	31/03/2023
39	Shaun	Scheepers	M	1999-08-07	9	09/01/2023	31/03/2023
40	Jamaine	Jansen	F	1987-04-08	9	09/01/2023	31/03/2023
41	Lee-Chris	Kuhn	M	1996-08-21	9	09/01/2023	31/03/2023
42	Mzukisi	Jantjies	M	1972-01-19	10	09/01/2023	31/03/2023
43	Beaulah	Jatjies	F	1996-11-05	10	09/01/2023	31/03/2023
44	Elvis	Madlolo	M	1976-06-14	10	09/01/2023	31/03/2023

45	Bongani	Buqwana	M	1976-12-02	10	09/01/2023	31/03/2023
46	Thanduxolo	Ralo	M	1974-11-20	10	09/01/2023	31/03/2023
47	Sikhumbulo	Mbala	M	1986-05-08	10	09/01/2023	31/03/2023
48	Mbuyiselo	Selani	M	1968-01-06	10	09/01/2023	31/03/2023
49	Buhle	Papiso	F	1999-11-24	10	09/01/2023	31/03/2023
50	Peter	Muller	M	1975-01-06	3	09/01/2023	31/03/2023
51	Wayden	Lewis	M	1999-07-07	3	09/01/2023	31/03/2023
52	Akhona	France	M	1996-09-02	2	09/01/2023	31/03/2023
53	Nomapelo	Tawana	F	1987-09-16	2	09/01/2023	31/03/2023
54	Donovan	Meyers	M	2001-03-04	2	09/01/2023	31/03/2023
55	Daniel	Muller	M	1986-09-21	3	09/01/2023	31/03/2023
56	Noseki	Mpayipheli	F	1980-09-19	2	09/01/2023	31/03/2023
57	Akhona	Ndabeni	M	1993-03-13	2	09/01/2023	31/03/2023
58	Breyton	Van Rensburg	M	1999-05-10	1	09/01/2023	31/03/2023
59	Shandre	Pedro	F	1997-03-22	3	09/01/2023	31/03/2023
60	Madre	Scholts	F	1998-08-28	6	09/01/2023	31/03/2023
61	Geraldine	Martin	F	1983-10-26	2	09/01/2023	31/03/2023
62	Carl	Jansen	F	1990-05-21	6	09/01/2023	31/03/2023
63	Heinrich	Africa	M	1975-01-19	1	09/01/2023	31/03/2023
64	Chellan	Booyse	M	2004-04-12	6	09/01/2023	31/03/2023
65	Willbeard	Snyman	M	1994-12-06	3	09/01/2023	31/03/2023
66	Zaibean	Vermeulen	M	2002-11-29	3	09/01/2023	31/03/2023
67	Queron	Terblanche	M	1994-06-15	6	09/01/2023	31/03/2023
68	Clerina	Juries	F	1980-07-23	6	09/01/2023	31/03/2023
69	Jacobus	Danster	M	1973-05-01	3	09/01/2023	31/03/2023
70	Jon	Van Rooi	M	1979-06-08	6	09/01/2023	31/03/2023
71	Enrique	Stevens	M	2004-11-09	6	09/01/2023	31/03/2023
72	Keith	Conradie	F	1999-09-12	3	09/01/2023	31/03/2023
73	Rowedin	Scheepers	M	2001-05-24	3	09/01/2023	31/03/2023
74	Dalin	Jumat	M	2004-06-04	6	09/01/2023	31/03/2023
75	Lungisile	Sbara	M	1967-09-27	2	09/01/2023	31/03/2023
76	Karin	Vermeulen	F	1993-08-09	1	09/01/2023	31/03/2023
77	Surita	Filander	F	1976-01-03	5	11/01/2023	31/03/2023
78	Zenande	Alfred	F	2002-03-21	10	13/01/2023	31/03/2023
79	Jodrion	Windvoel	M	1995-03-01	4	23/01/2023	30/03/2023
80	Lizell	Kuun	F	1994-11-14	8	23/01/2023	30/03/2023
81	Buyiswa	Fingwane	F	1967-11-24	4	23/01/2023	30/03/2023
82	Desery	Van Beulen	F	1985-10-27	8	27/01/2023	30/01/2023
83	Mbonisi	Mana	M	1986-05-08	10	27/01/2023	31/03/2023
84	Zibulele	Jini	M	1969-06-09	10	27/01/2023	31/03/2023
85	Bonelwa	Ndyinini	F	1983-11-27	10	27/01/2023	31/03/2023
86	Nokuphumla	Bottoman	F	1965-04-05	10	27/01/2023	31/03/2023
87	Nosipho	Gaveni	F	1982-12-02	10	27/01/2023	31/03/2023
88	Bulelani	Matrose	M	1984-08-13	10	27/01/2023	31/03/2023
89	Bulela	Busmani	M	1986-01-05	10	27/01/2023	31/03/2023
90	Vuyokazi	Tshoto	F	1976-07-29	10	27/01/2023	31/03/2023
91	Vivtoria	Mani	F	1971-10-10	10	27/01/2023	31/03/2023
92	Mandlenkosi	Mtsamayi	M	1966-12-24	10	27/01/2023	31/03/2023
93	Xolelwa	Benuko	F	1986-05-07	10	30/01/2023	31/03/2023
94.	Chad	Januarie	M	2003-02-21	3	06/02/2023	31/03/2023
95.	Geraldine	Frazenburg	F	1995-08-30	3	06/02/2023	31/03/2023
96.	Bukelwa	Bongelo	F	1976-04-15	2	06/02/2023	31/03/2023
96.	Babalo	Mkhunqwana	M	1994-07-14	2	06/02/2023	31/03/2023
97	Renata	Sebybo	M	1987-09-01	6	06/02/2023	31/03/2023
98	Ryno	Evertson	M	1993-07-05	3	06/02/2023	31/03/2023
99	Clewill	Kock	M	1994-12-08	12	06/02/2023	31/03/2023
100	Johanay	Mentza	F	2003-01-05	6	06/02/2023	31/03/2023
101	Anhwar	Van Rooyen	M	2002-09-28	12	06/02/2023	31/03/2023
102	Sue Ellen	Scheepers	F	1980-04-25	3	08/02/2023	31/03/2023
103.	Cowin	Titus	M	1997-01-05	4	06/02/2023	31/03/2023
104.	Josef	Jacobs	M	1972-01-12	6	08/02/2023	31/03/2023
105.	Magrieta	Van Rooi	F	1972-07-11	6	08/02/2023	31/03/2023
106	Shahida	Pekeur	F	1995-06-19	12	10/02/2023	31/03/2023
107.	Rozane	Evertson	F	1997-04-04	3	10/02/2023	31/03/2023
108.	Johanay	Mentza	F	1903-01-05	6	06/02/2023	31/03/2023

SUPERVISION OF TOILETS ALL TOWNS (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Lee-Anne	Lawak	F	1993-08-17	9	05/01/2023	31/03/2023
2.	Magdalena	Wilskut	F	1987-02-14	12	09/01/2023	31/03/2023
3.	Maniel	Adams	M	1983-02-03	5	09/01/2023	31/03/2023
4.	Devidene	Jacobs	F	1994-07-29	10	09/01/2023	31/03/2023
5.	Sandisa	Nokonya	F	1983-09-06	2	09/01/2023	31/03/2023
6.	Ziyanda	Ndubata	F	1986-01-16	2	09/01/2023	31/03/2023
7.	Ilicia	Hop	F	1985-03-22	6	09/01/2023	31/03/2023
8.	Dorothea	Faroa	F	1966-05-10	1	09/01/2023	31/03/2023
9.	Su-Ann	Staal	F	2003-05-25	7	09/01/2023	31/03/2023

CLEANING AND TEAMAKER (COOPERATIVE LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Judene	Wood	F	1987-04-18	9	04/01/2023	06/01/2023
2.	Janine	Smith	F	1984-12-29	1	04/01/2023	06/01/2023
3.	Devina	Daniels	F	1985-06-09	3	24/01/2023	25/01/2023
4.	Jacoba	Rooifontein	F	1978-04-14	1	24/01/2023	31/03/2023

MAINTENANCE OF MUNICIPAL BUILDING (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Siyanda	Nentsa	M	1996-01-25	2	09/01/2023	30/06/2023
2.	John	Markus	M	1967-01-26	1	09/01/2023	30/06/2023
3.	Robert	George	M	1987-05-25	1	09/01/2023	30/06/2023
4.	Thozamile	Nokonya	M	1977-11-15	2	09/01/2023	30/06/2023

ELECTRICAL DEPARTMENT DATA CAPTURER (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Kayrin	Groenewald	F	1993-12-06	3	12/01/2023	30/06/2023

RIVER CLEAN UP (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Ethan	Baardman	M	1998-11-30	9	16/01/2023	30/03/2023
2.	Norman	Opperman	M	1970-06-27	9	16/01/2023	30/03/2023
3.	Melton	Plaatjies	M	2003-08-16	9	16/01/2023	30/03/2023
4.	Lindley	Thompson	M	1982-06-28	9	24/01/2023	30/03/2023
5.	Bianca	Pieterse	F	2000-09-11	1	23/01/2023	30/03/2023
6.	Valencia	Matthys	F	1985-04-19	1	23/01/2023	30/03/2023
7.	Sadia	Jullies	F	2001-11-13	1	23/01/2023	30/03/2023
8.	Anneline	Arendorff	F	1997-10-25	3	23/01/2023	30/03/2023
9.	Elana	Arendse	F	1983-02-27	3	23/01/2023	30/03/2023
10.	Annalie	Van Rooy	F	1979-10-14	1	23/01/2023	30/03/2023
11.	Bazel	Slingers	F	1987-12-24	4	23/01/2023	30/03/2023
12.	Deveney	Davids	F	1996-09-18	4	23/01/2023	30/03/2023
13.	Bianca	Waterboer	F	2002-07-20	4	23/01/2023	30/03/2023
14.	Jason	Kamfer	M	1997-11-28	4	23/01/2023	30/03/2023
15.	Kaylee	Pieterse	F	2003-09-07	12	24/01/2023	30/03/2023
16.	Marsha	Lombard	F	1988-04-26	7	24/01/2023	30/03/2023
17.	Tertius	Malingo	M	1983-10-11	12	24/01/2023	30/03/2023
18.	Alicia	Khana	F	1987-09-08	12	24/01/2023	30/03/2023
19.	Giovann	Marthinus	M	2003-08-06	12	24/01/2023	30/03/2023
20.	Ralph	Cupido	M	1973-07-22	7	30/01/2023	30/03/2023

FINANCE SERVICE DEPATRMENT (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Evayne	Jacobs	M	1975-03-31	4	01/02/2023	28/02/2023

SWIMMING POOL (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Sipho	Nkasayi	M	1968-07-10	2	01/02/2023	30/04/2023
2.	Wessel	Pieterse	M	1980-09-23	6	01/02/2023	30/04/2023
3.	Bongani	August	M	2000-09-07	2	01/02/2023	30/04/2023
4.	Jason	Arendorff	M	1994-08-21	3	01/02/2023	30/04/2023

SECURITY TRAFFIC DEPARTMENT (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Christiaan	Beuke	M	1997-04-14	9	01/02/2023	31/03/2023
2.	Andile	Majefe	M	1976-09-29	9	01/02/2023	31/03/2023
3.	Dudley	Booyesen	M	1987-09-07	12	01/02/2023	31/03/2023
4.	Zolile	Jafta	M	1982-08-16	10	16/01/2023	31/03/2023

COMPOST FACILITY, ROBERTSON (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Mihlali	Mehlo	M	1996-02-21	2	06/02/2023	30/06/2023
2.	Vuyiseka	Tuti	F	1988-08-06	2	06/02/2023	30/06/2023
3.	Mtutuzeli	Ndobondi	M	1988-02-16	2	06/02/2023	30/06/2023
4.	Serina	Saull	F	1998-10-03	2	06/02/2023	30/06/2023

SOLID WASTE MANAGEMENT PROJECT (SUPPORT GRANT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1	Jerome	Aams	M	1993-01-24	1	06/02/2023	31/05/2023
2.	Angela	Friesland	F	2003-05-20	7	10/02/2023	31/05/2023
3.	Admey	Strydom	M	1992-11-22	7	10/02/2023	31/05/2023
4.	Heinrich	De Koker	M	1990-07-31	7	10/02/2023	31/05/2023
5.	Leverne	Wiese	F	2003-03-18	7	10/02/2023	31/05/2023
6	Herchel	Deelman	M	2000-03-26	7	10/02/2023	31/05/2023
7.	Ronaldo	Hansen	M	1999-10-06	4	10/02/2023	31/05/2023
8.	Petrus	Adendorff	M	1967-10-11	4	10/02/2023	31/05/2023
9.	Liam	De Koker	M	2004-12-20	4	10/02/2023	31/05/2023
10	Danelle	Damons	F	1999-10-19	4	10/02/2023	31/05/2023
11.	Danielle	Joseph	F	1988-11-17	1	16/02/2023	31/05/2023
12.	Mary	Alexander	F	1981-09-23	6	16/02/2023	31/05/2023
13.	Elizaberth	Klink	F	1967-08-03	1	16/02/2023	31/05/2023
14.	Thirza	Prins	F	1985-06-08	1	16/02/2023	31/05/2023

ROAD MAINTENANCE PROJECT FIXED POTHOLE (SUPPORT GRANTS)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Rudolph	Swanepoel	M	1991-01-05	3	06/02/2023	31/05/2023
2.	Alloysius	Le Kay	M	1982-07-17	7	06/02/2023	31/05/2023
3.	Jemile	Adams	M	1982-07-06	12	07/02/2023	31/05/2023
4.	Juan	Pietersen	M	1984-09-30	6	10/02/2023	31/05/2023
5.	Jain-Wa	Isaacs	M	1999-03-08	3	10/02/2023	31/05/2023
6.	Lee-Aurlen	Swart	M	2003-06-28	9	10/02/2023	31/05/2023
7.	Tristan-Le	Hendriks	M	2000-06-05	9	10/02/2023	31/05/2023
8.	Joman	Wilskut	M	1998-08-24	3	10/02/2023	30/06/2023
9.	Desmond	Prins	M	1983-10-21	1	10/02/2023	30/06/2023
10.	Clarence	Fanny	M	1986-10-10	8	10/02/2023	31/05/2023
11.	Jeandre	Moses	M	1993-10-12	4	10/02/2023	31/05/2023

CARE TAKERS AT THE SPORTFILED (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Davids	Malgas	M	1979-01-09	12	01/02/2023	31/03/2023
2.	Teshwin	Opperman	M	1990-08-29	12	01/02/2023	31/03/2023
3.	Jeremy	Hanson	M	1981-05-09	7	01/02/2023	31/03/2023
4.	Marius	Swanepoel	M	1989-04-23	7	01/02/2023	31/03/2023
5.	Dominic	Booyesen	M	1995-12-28	7	01/02/2023	31/03/2023
6.	Herson	Pieterse	M	1995-09-22	12	01/02/2023	31/03/2023

7.	Eric	Pekeur	M	1995-10-17	7	01/02/2023	31/03/2023
8.	Matthew	Lekay	M	1983-03-29	5	01/02/2023	31/03/2023
9.	Matheus	Maans	M	1981-09-20	5	01/02/2023	31/03/2023
10.	Perciville	Small	M	1979-04-09	5	01/02/2023	31/03/2023
11.	John	Gouws	M	1974-03-31	5	01/02/2023	31/03/2023
12.	Salmon	Matika	M	1994-06-01	5	01/02/2023	31/03/2023
13.	Henrico	Noble	M	1988-08-19	4	01/02/2023	31/03/2023
14.	Hendrik	Voight	M	1983-06-08	4	01/02/2023	31/03/2023
15.	Lusapho	Godloza	M	1975-09-13	10	01/02/2023	31/03/2023
16.	Thamsanga	Loliwe	M	1985-07-20	10	01/02/2023	31/03/2023
17.	Ntobeko	Quwe	M	1977-02-01	10	01/02/2023	31/03/2023
18.	Sebenzile	Boklani	M	1961-02-09	10	01/02/2023	31/03/2023
19.	Bradley	Steyn	M	1992-09-27	9	01/02/2023	31/03/2023
20.	Eltristien	Steyn	M	2004-02-23	9	01/02/2023	31/03/2023
21.	Jan	Mouries	M	1963-11-19	9	01/02/2023	31/03/2023
22.	Oscar	Gravel	M	1986-04-16	10	01/02/2023	31/03/2023
23.	Anathi	Godloza	M	1987-03-15	10	01/02/2023	31/03/2023
24.	Roberts	Human	M	1987-09-14	1	01/02/2023	31/03/2023
25.	Jacquin	Eyssen	M	1988-07-04	1	01/02/2023	31/03/2023
26.	Andrew	September	M	1984-09-13	2	01/02/2023	31/03/2023
27.	Johnson	Tobias	M	1970-02-14	6	01/02/2023	31/03/2023
28.	William	Pietersen	M	1970-08-30	3	01/02/2023	31/03/2023
29.	Sithandile	Koti	M	1997-04-23	2	01/02/2023	31/03/2023
30.	Grant	Kasper	M	1977-11-24	3	01/02/2023	31/03/2023
31.	Nigel	Matthysen	M	1988-08-16	3	01/02/2023	31/03/2023
32.	Jakob	Stofberg	M	1973-12-17	3	01/02/2023	31/03/2023
33.	Lizwelenkosi	Ngodwana	M	1990-04-13	2	01/02/2023	31/03/2023
34.	Velenzima	Gushumpu	M	1966-07-30	2	01/02/2023	31/03/2023
35.	Thobani	Mvumvu	M	1974-01-01	2	01/02/2023	31/03/2023
36.	Arnold	Hartman	M	1977-08-17	1	06/02/2023	31/03/2023
37.	Jacobus	Oerson	M	1969-12-15	8	06/02/2023	31/03/2023
38.	Senwil	Sefoor	M	1982-09-02	7	06/02/2023	31/03/2023
39.	Theoderick	August	M	1998-09-02	4	08/02/2023	31/03/2023
40.	Marquin	Solomons	M	1995-11-29	4	08/02/2023	31/03/2023
41.	Collin	Gallant	M	1970-06-03	9	13/02/2023	31/03/2023

MAINTENANCE OF ROADS SIGNS ALL TOWNS (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Godfrey	Booyesen	M	1989-03-13	9	24/02/2023	30/06/2023
2.	Gino	Pekeur	M	1999-12-10	9	24/02/2023	30/06/2023
3.	Ismael	Jones	M	1992-08-30	3	24/02/2023	30/06/2023
4.	Jurie	Braaff	M	1972-07-15	3	24/03/2023	30/06/2023

TO ASSIST WITH BOOKING AT BONNIEVALE OFFICE

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Ashlin	Prins	F	1999-09-19	4	01/03/2023	31/05/2023

METER READERS FINANCE DEPARTMENT (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Evayne	Jacobs	M	750331	4	01/02/2023	28/02/2023

OFFICE ASSISTANT: COMMUNITY SERVICES (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Benita	Smith	F	1980-03-14	3	07/02/2023	31/05/2023
2.	Venessa	Stevens	F	1989-03-20	3	22/03/2023	30/06/2023

CALL CENTRE OPERATOR (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Anika	Ludick	F	1997-02-14	4	01/02/2023	28/02/2023

2	Samantha	Van Der Merwe	F	1982-07-17	12	01/03/2023	31/05/2023
3.	Rasheeda	Adendorf	F	2000-07-03	6	01/03/2023	31/05/2023
4.	Lynette	Lucas	F	1990-08-17	1	01/03/2023	31/05/2023
5.	Jeneva	Swanepoel	F	1995-07-11	9	01/03/2023	31/05/2023
6.	Anika	Ludick	F	1997-02-14	4	01/03/2023	31/05/2023

GENERAL MAINTENANCE OF ROAD AND STORM WATER

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Jerome	Williams	M	1994-07-15	5	22/03/2023	30/06/2023
2.	Luwathlin	Maans	M	1984-11-16	5	22/03/2023	30/06/2023
3.	Promilda	Adendorff	F	1988-05-07	4	22/03/2023	30/06/2023
4.	Amanda	Malgas	F	1985-07-27	4	22/03/2023	30/06/2023
5.	Thabiso	Matsabisa	M	1999-11-08	8	22/03/2023	30/06/2023
6.	Raniel	Schoombie	M	2002-03-19	9	22/03/2023	30/06/2023
7	Justin	Segelaar	M	2003-05-06	9	22/03/2023	30/06/2023
8	Lorraine	Jansen	F	1975-10-19	9	22/03/2023	30/06/2023
9	Mario	Jacobs	M	1985-12-08	1	22/03/2023	30/06/2023
10	Tiaan	Meyer	M	1983-10-20	1	22/03/2023	30/06/2023
11	Mitchell	Maart	M	1972-06-13	3	22/03/2023	30/06/2023
12	Abrian	Rosekrans	M	2001-12-05	3	22/03/2023	30/06/2023
13	Glenwill	De Bruin	M	1995-07-02	6	22/03/2023	30/06/2023
14	Ishaun	Julies	M	2003-11-23	7	22/03/2023	30/06/2023
15	Seramo	Maasdorp	M	2004-03-19	12	22/03/2023	30/06/2023
16	Siyabonga	Havi	M	1992-10-23	12	22/03/2023	30/06/2023
17	Jolandi	Botha	F	1989-09-29	12	22/03/2023	30/06/2023
18	Marc Dow	Marthinus	M	1989-06-25	7	22/03/2023	30/06/2023
19	Wessel	Opperman	M	1988-06-06	12	22/03/2023	30/06/2023
20.	Paul	Reneveldt	M	1961-03-29	9	27/03/2023	30/06/2023

GRAND TOTAL: 259 BENEFICIARIES

Recommendation / Aanbeveling

That Council note and approve the content of the Progress Report on Job Opportunities for the period January – March 2023.

This item served before the Strategy & Social Development Portfolio Committee on 12 April 2023
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 12 April 2023
Aanbeveling / Recommendation

That Council note and approve the content of the Progress Report on Job Opportunities for the period January – March 2023.

This item served before the Executive Mayoral Committee on 19 April 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 19 April 2023
Aanbeveling / Recommendation

That Council note and approve the content of the Progress Report on Job Opportunities for the period January – March 2023.

**QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY:
JANUARY 2023 TO MARCH 2023 (DIRECTOR: FINANCIAL SERVICES (CFO))**

Purpose of the report

To submit a report to the Executive Mayor for consideration regarding the implementation of the Langeberg Municipality's Supply Chain Management Policy for the Third Quarter of 2022/2023 financial year (01 January 2023 – 31 March 2023).

Background

Section 4 of the SCM Policy states as follows:

That Council must maintain oversight over the implementation of the Supply Chain Management Policy.
For the purpose of such oversight, the Accounting Officer must: -

- (a) **within 10 days after the end of each quarter, submit a report on the implementation of the Policy to the Executive Mayor;**
- (b) within 30 days after the end of the financial year, submit a report on the implementation of the Policy to the Council;
- (c) whenever there are serious and material problems in the implementation of the Policy, immediately submit a report to the Executive Mayor; and
- (d) make public the reports on the Policy in accordance with section 21A of the Systems Act.

1. Adoption of Policy

The SCM Policy was adopted by Council on 31 May 2022 for implementation in the 2022 / 2023 financial year.

2. Delegation

The following delegations were approved by the Municipal Manager and implemented:

- Delegations to do electronic transfers
- Delegations to sign purchase orders
- Delegations to approve requisitions

3. Sub-delegation

- (1) The Accounting Officer may in terms of section 79 of the MFMA sub-delegate any supply chain management powers and duties, including those delegated to the Accounting Officer in terms of this policy, but any such sub-delegation must be consistent with legislation, this policy and subparagraph (2) of this paragraph.
- (2) The power to make a final award with a transaction value: -
 - (a) above R 10 000 000 may not be sub-delegated;
 - (b) of R 200 000, but not exceeding R 10 000 000, may be sub-delegated but only to a bid adjudication committee of which the chief financial officer is the chairperson and at least 3 (three) senior managers are members and present at the consideration and all are in favour of the award; and
 - (c) up to R 200 000 may be sub-delegated to an official.
- (3) This paragraph may not be interpreted as permitting an official to whom the power to make final awards has been sub-delegated to make a final award in a competitive bidding process, otherwise than through the committee system provided for in paragraph 8 of the policy.

4. Supply Chain Management Unit (SCM Unit)

The SCM Unit operates under the Finance Directorate, and the Manager: SCM reports directly to the Chief Financial Officer.

5. Range of Procurement processes

- (1) The procurement of goods and services will be procured as follows: -
- (a) petty cash purchases up to a transaction value of R 100. The Chief Financial Officer or senior manager can approve petty cash purchases up to an amount of R 500 per transaction in exceptional cases;
 - (b) a documented verbal quotation for purchases below R 2 000 which are not petty cash purchases;
 - (c) 3 (three) formal written quotations where the transaction value is between R 2 000 to R 200 000;
 - (d) a competitive bidding process is required for: -
 - (i) procurement for transactions above a value of R 200 000; and
 - (ii) the procurement of long-term contracts.
- (2) The Accounting Officer may in writing lower, but not increase, the threshold values specified in (1) above.
- (3) Goods or services may not be split into parts or items of a lesser value to avoid complying with the requirements of this Policy.
- (4) When determining transaction values, the procurement of goods or services consisting of different parts or items must be treated and dealt with as a single transaction.

6. Bid Documents

The bid documents as prescribed by National Treasury include the *General Conditions of Contract*.

7. Bid Committee Structures

The following committees have been established:

- (i) A Bid Specification Committee
- (ii) A Bid Evaluation Committee
- (iii) A Bid Adjudication Committee

COMPOSITION OF COMMITTEES

- (i) **Bid Specification Committee** - The Accounting Officer appoints members to the Bid Specification Committee for each tender.

<u>NAMES</u>	<u>DEPARTMENT / SECTION</u>
Ms. C.O. Matthys	Director: Strategy & Social Development (Chairperson)
Ms. C. Coetzee	Practitioner: Supply Chain Management
Ms L.J Jass-Holmes	Practitioner: Supply Chain Management
User department	User department responsible for the function involved
When appropriate	External Specialist Advisor

The following table details the number of Bid Specification Committee meetings held for the quarter under review:

Bid Specification Committee	No. of Meetings	No. of Items	No. of Agendas
Jan 2023 – March 2023	8	23	8

- (ii) **Bid Evaluation Committee** - The following members have been appointed by the Accounting Officer:

<u>NAMES</u>	<u>DEPARTMENT / SECTION</u>
Mr. T.H Carstens	Manager: Human Resources (Chairperson)

Ms. L Deutchen	Practitioner: Supply Chain Management
Secundi	
Mr Corné Franken	Manager: Expenditure services

The following table details the number of Bid Evaluation Committee meetings held for the quarter under review.

Bid Evaluation Committee	No. of Meetings	No. of Items	No. of Agendas
Jan 2023 - March 2023	7	28	7

(iii) **Bid Adjudication Committee** – The following members have been appointed by the Accounting:

<u>NAMES</u>	<u>DEPARTMENT / SECTION</u>
Mr. M. Shude	Chief Financial Officer (Chairperson)
Mr. A.W.J. Everson	Director: Corporate Services
Ms. C.O. Matthys	Director: Strategy & Social Development
Mr. M. Mgajo	Director: Community Services
Mr. K. Brand	Acting Director: Engineering Services
Mr. S. Ngcongolo	Manager: Supply Chain Management
Secundi	
Mrs L. Jass-Holmes	Practitioner: Supply Chain Management

The following table details the number of Bid Adjudication Committee meetings held for the quarter under review:

Bid Adjudication Committee	No. of Meetings	No. of Items	No. of Agendas
Jan 2023 - March 2023	7	28	7

8. Verbal price quotations

The procurement of goods or services by means of a verbal quotation referred to in paragraph 14(1)(b) is as follows:-

- a verbal quotation may only be obtained for a transaction of a value of not more than R 2 000 (two thousand rand);
- quotations must be obtained from at least one service provider preferably from, but not limited to, service providers whose names appear on the list of accredited service providers of the Municipality. If quotations are obtained from a service provider who is not listed, such service provider must supply the information as set out in paragraph 16 of this Policy; and
- if a quotation was obtained verbally, the order may only be placed after written confirmation of such quotation and the required information have been received from the service provider.

9. Formal written price quotations

The procurement of goods or services through formal written price quotations referred to in paragraph 14(1)(c) is as follows:-

- quotations must be obtained in writing from the different providers whose names appear on the list of accredited service providers of the Municipality;
- in the case of specialised plant, machinery and vehicles, quotations may be obtained from providers who are not

- listed, provided that such providers supply the information as set out in paragraph 16 of this Policy;
- (c) if it is not possible to obtain at least 3 quotations, the reasons must be recorded and approved by the Chief Financial Officer or an official(s) designated by the Chief Financial Officer. Documentary proof must be provided that quotations have been requested;
- (d) the official(s) referred in (c) above must within 3 days after the end of each month report to the Chief Financial Officer on any approvals given during that month by that official(s); and
- (e) the names of the service providers and their written quotations must be recorded.

10. Further Procedures: formal written quotations

In addition to paragraph 19, the following must also be taken into account regarding formal written price quotations:-

- (a) all transactions in excess of R 30 000 that are made by means of written quotations, must be advertised for at least 7 calendar days on the website and official notice board;
- (b) where the quotations have been invited via the notice board and website of the Municipality, no additional quotations need to be obtained should the number of responses be less than 3 quotations;
- (c) when using the list of accredited service providers, the Municipality must:-
 - (i) promote ongoing competition amongst the providers, including by inviting providers to submit quotations on a rotational basis;
 - (ii) promote the objectives of the Broad-Based Black Economic Empowerment Act;
 - (iii) apply the Preferential Procurement Policy Framework Act and any applicable regulations; and
 - (iv) promote the goals as identified by Council;
- (d) the Accounting Officer must take all reasonable steps to ensure that the procurement of goods and services through formal written price quotations is not abused;
- (e) the Accounting Officer must on a monthly basis be notified in writing of all formal written quotations accepted by an official acting in terms of a sub-delegation;
- (f) offers below R 30 000 must be awarded based on compliance to specifications and conditions of contract, ability and capability to deliver the goods and services and lowest price;
- (g) acceptable offers, which are subject to the preference points system (PPPFA and associated regulations), must be awarded to the bidder who scored the highest points;
- (h) a proper record must be kept of the received written quotations;
- (i) the goals of Council must be taken into account before offers/quotations are awarded; and
- (j) in the case of construction works, where required a site inspection may be conducted before the close of the quotation due date to ensure that providers understand the scope of the project and that they comply with the conditions and requirements.

11. Central Supplier Database

Langeberg Municipality is using service providers registered on the Central Supplier Database for all its procurement.

Recommendation / Aanbeveling

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag

This item served before the Finance Portfolio Committee on 19 April 2023

Hierdie item het gedien voor die Finansies Portefeulje Komitee op 19 April 2023

Recommendation / Aanbeveling

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag

This item served before the Executive Mayoral Committee on 19 April 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 19 April 2023
Aanbeveling / Recommendation

That the report be referred to the council meeting for approval.

Dat die verslag na die raadsvergadering verwys word vir goedkeuring.

FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – MARCH 2023 (9/2/1/3) (CHIEF FINANCIAL OFFICER)

Purpose of report

To submit a report in terms of the Monthly Budget Statement of the Local Government: Municipal Finance Management Act, 2003 to Council for information.

Comments

The report, as submitted to the Executive Mayor, National Treasury and Provincial Treasury, was attached to this report.

Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

NOTE: The annexure was distributed as part of the addendum for the Finance Portfolio Committee meeting of 19 April 2023 (pg. 03 – 48)

This item served before the Finance Portfolio Committee on 19 April 2023

Hierdie item het gediën voor die Finansies Portefeulje Komitee op 19 April 2023

Recommendation / Aanbeveling

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

This item served before the Executive Mayoral Committee on 19 April 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 19 April 2023

Aanbeveling / Recommendation

That the report be referred to the council meeting for approval.

Dat die verslag na die raadsvergadering verwys word vir goedkeuring

SLEGS VIR KENNISNAME • FOR INFORMATION ONLY

B & BB ITEMS

B5782	THANDANANI SERVICE CENTRE: RENEWAL OF LEASE FOR THE MUNICIPAL BUILDING KNOWN AS THE “YELLOW DOOR” SITUATED ON ERF 248, ZOLANI ASHTON (7/1/4/1/1) (DIRECTOR: CORPORATE SERVICES	65
BB725	REPORTING ON LITIGATION – DECEMBER 2022 TO MARCH 2023 (7/1/R + 7/2R) (DIRECTOR CORPORATE SERVICES)	66

SLEGS VIR KENNISNAME • FOR INFORMATION ONLY

B & BB ITEMS

B5782 THANDANANI SERVICE CENTRE: RENEWAL OF LEASE FOR THE MUNICIPAL BUILDING KNOWN AS THE "YELLOW DOOR" SITUATED ON ERF 248, ZOLANI ASHTON (7/1/4/1/1) (DIRECTOR: CORPORATE SERVICES)

This item served before the Executive Mayoral Committee on 19 April 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 19 April 2023

Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the municipal property situated on erf 248, Zolani known as "Yellow Door" is not needed for the provision of the minimum level of basic municipal services.
2. That the application from Ms E Mpokotye on behalf of Thandanani Service Centre for the renewal of lease agreement for the municipal property situated on erf 248, Zolani known as "Yellow Door" be approved in principle and the intention of the Municipality to lease the property to Thandanani Service Centre for a period of three (3) years be advertised for comments.
3. That after the period for comments has lapsed and if no written views and/ or valid objections were received, the intention of the Municipality to lease the property to be Thandanani Service Centre proceed with, subject to the following conditions:
 - 3.1 That Thandanani Service Centre enter into an agreement with Finance and honour their agreement to pay an additional R1 000.00 per month plus the monthly rental. The agreement must be signed before the lease agreement is signed by the Municipal Manager.
 - 3.2 That the municipal property situated on erf 248, Zolani known as "Yellow Door" be leased at a market related rental
 - 3.3 The rental amount for the municipal property situated on erf 248, Zolani known as "Yellow Door" will escalate annually with a percentage that will be determined by the yearly CPIX and the Lessee is responsible for the payment of the insurance of the building.
 - 3.4 That the Lessee be responsible for maintenance, repairs and upgrading work to be done to the building.
 - 3.5 That no alterations may be done to the building without the written consent from the Municipality.
 - 3.6 That the lessee be responsible for the payment of all services rendered to the facility.
 - 3.7 That the lessee complies with all the conditions as contained in the Health By-laws and further conditions set by the Cape Winelands District Municipality and relevant provincial departments from time to time.
 - 3.8 That the Lessee complies with all the conditions as contained in the Health By-laws, National Building Regulations and Standards which may include fire emergency requirements, gas installation certificate, electrical certificate of compliance, structural system compliance (engineers' certificate of completion), an A19 certificate (roof trusses), IOPSA certificate (sewage/ plumbing), Health Regulations and any other conditions applicable for the usage of this building for a service centre.
 - 3.9 That the Lessee shows proof of the facility registration issues by the Department of Social Development before the lease agreement is signed by the Municipal Manager.
 - 3.10 That the Lessee shows proof of the facilities Certificate of Acceptability issues by the Cape Winelands District Municipality as meals are prepared, served, and consumed on the premises before the lease agreement is signed by the Municipal Manager.

BB725 REPORTING ON LITIGATION – DECEMBER 2022 TO MARCH 2023 (7/1/R + 7/2R) (DIRECTOR CORPORATE SERVICES)

This item served before the Executive Mayoral Committee on 19 April 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 19 April 2023

Eenparig Besluit / Unanimously Resolved

That the content of the litigation report for the period December 2022 to March 2023 be noted.

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