




**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
28 FEBRUARIE 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
28 FEBRUARY 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

~ 28 FEBRUARY 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 a Special Meeting of the Council of Langeberg Municipality held on 08 February 2023 at 13h25 in the Council Chambers, Church Street, Robertson **05 - 08**
Bekräftiging van die Notule van 'n Spesiale Vergadering van die Raad van Langeberg Munisipaliteit gehou op 08 Februarie 2023 om 13h25 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
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, versoek 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

None / Geen

10. Consideration of Notice of Questions / Oorweging van Kennisgewing van Vrae

None / Geen

11. Consideration of Urgent Motions / Oorweging van Dringende Mosies

None / Geen

12. Consideration of Reports / Oorweging van Verslae

12.1	Reports submitted to Council for consideration (A Items) Verslae voorgelê aan die Raad vir oorweging (A Items)	11
12.2	Reports submitted to Council for consideration (AA Items) Verslae voorgelê aan die Raad vir oorweging (AA-Items)	---
12.3	Reports dealt with in terms of the delegated powers by the Mayoral Committee (B & BB Items) Verslae afgehandel deur die Burgemeesterskomitee in terme van gedelegeerde bevoegdhede (B & BB-Items)	103

A ITEMS

A4464	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2022 : DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	11
A4465	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - OCTOBER 2022 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)	12
A4467	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2022 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	13
A4468	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2022 : DIRECTORATE FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	14
A4469	PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEBOURG MUNICIPALITY FOR OCTOBER – DECEMBER 2022 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)	15
A4470	AMENDMENT OF MIG DETAILED PROJECT IMPLEMENTATION PLAN 2022/2023, 2023/2024, 2024/2025 (MANAGER PROJECT MANAGEMENT	19
A4471	DONATIONS IN TERMS OF THE GRANT-IN-AID PROCESS (5/15/1/2) (DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT	21
A4472	BUSINESS CONTINUITY COMMITTEE: BUSINESS CONTINUITY MANAGEMENT POLICY – 2022 / 2023 (5/14/R) (CHIEF AUDIT EXECUTIVE)	34
A4473	FRAUD & RISK MANAGEMENT COMMITTEE – FRAUD & RISK MANAGEMENT COMMITTEE REPORT, REPORT ON TOP RISKS AND KEY CHANGES TO RISK REGISTER AND UPDATED RISK REGISTER FOR QUARTER 2 – 2022 / 2023 (5/14/R) (CHIEF AUDIT EXECUTIVE)	46
A4475	THE RE-WRITING OF THE LANGEBOURG MUNICIPALITY SPATIAL DEVELOPMENT FRAMEWORK AS A CORE COMPONENT OF THE LANGEBOURG MUNICIPALITY INTEGRATED DEVELOPMENT PLAN: APPROVAL OF FINAL DRAFT DOCUMENT FOR THE PUBLIC PARTICIPATION PROCESS. (ACTING: DIRECTOR ENGINEERING SERVICES)	47
A4476	FEEDBACK TO COUNCIL: EXECUTION OF COUNCIL RESOLUTIONS: OCTOBER – DECEMBER 2022 (3/2/1/3) (ACTING MUNICIPAL MANAGER)	49
A4477	EVENTS CALENDAR FOR 2023 (12/2/3/3) DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT	50
A4478	HALF YEARLY PRESENTATIONS BY THE LOCAL TOURISM ASSOCIATIONS (12/2/3/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT	53
A4479	QUARTERLY REPORT FOR LOCAL ECONOMIC DEVELOPMENT FOR THE PERIOD OCTOBER TO DECEMBER 2022 (9/2/1/9), DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT	58
A4480	QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY: OCTOBER 2022 TO DECEMBER 2022 (DIRECTOR: FINANCIAL SERVICES (CFO)	69
A4481	PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD OCTOBER TO DECEMBER 2022 (9/2/1/9) DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT	74
A4482	COUNCIL APPROVAL: REVIEW HOUSING AND SELECTION POLICY (17/5/4/4) (DIRECTOR COMMUNITY SERVICES)	78
A4484	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2022 : DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	80

A4485	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - NOVEMBER 2022 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)	81
A4487	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2022 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	82
A4488	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2022 : DIRECTORATE FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	83
A4489	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2022 : DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	84
A4490	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - DECEMBER 2022 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)	85
A4492	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2022 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	86
A4493	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – DECEMBER 2022 : DIRECTORATE FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	87
A4495	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – JANUARY 2023 (9/2/1/3) (CHIEF FINANCIAL OFFICER)	88
A4496	DECLARED ELECTED AS COUNCILLOR – LJ PRINCE (3/1/1/8/1) (DIRECTOR: CORPORATE SERVICES)	89
A4497	APPOINTMENT / DELEGATION OF A REPRESENTATIVE TO SERVE ON INTERNAL COMMITTEES AND EXTERNAL BODIES (3/1/2 + 3/1/4) (DIRECTOR: CORPORATE SERVICES)	90
A4498	REPORT TO THE MAYORAL COMMITTEE REGARDING REQUEST FOR THE FREE ENTRY AT THE MONTAGU MOUNTAIN RESERVE FOR A FUN WALK, MONTAGU (NATURE CONSERVATION OFFICER: PARKS AND AMENITIES)	92
A4499 (was B5775)	HOËRSKOOL BONNIEVALE: LEASE AND / OR PURCHASE OF THE OLD DRIVING TEST YARD SITUATED ON A PORTION OF ERF 462, MYRTLE RIGG AVENUE, BONNIEVALE (7/2/3/2/2 : 7/2/3/1/2) (DIRECTORATE: CORPORATE SERVICES)	93
A4500 (was B5776)	VAN RENSBURG VERVOER: APPLICATION TO PURCHASE A PORTION OF ERF 2, ROBERTSON (7/3/2/1/5) (DIRECTOR: CORPORATE SERVICES)	97
A4501	MID-YEAR ADJUSTMENT BUDGET - FEBRUARY 2023 (WILL BE DISTRIBUTED AS AN ADDENDUM)	101

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – OCTOBER 2022 : 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 October 2022 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 08 February 2023 (pg. 14 – 15)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 - OCTOBER 2022 : 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 October 2022 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 08 February 2023 (pg. 17)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 – OCTOBER 2022 : DIRECTORATE
ENGINEERING 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 as a note to the annual financial statements.*

The Report on Deviations for October 2022 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 08 February 2023 (pg. 21 – 24)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 – OCTOBER 2022 : DIRECTORATE
FINANCIAL 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 as a note to the annual financial statements.*

The Report on Deviations for October 2022 was attached to this report.

Aanbeveling / Recommendation

That the contents of the report of deviations from the procurement processes be 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 08 February 2023 (pg. 26)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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.

PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEBERG MUNICIPALITY FOR OCTOBER – DECEMBER 2022 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)

PURPOSE

To update Council of developments on the Langeberg municipal housing pipeline.

BACKGROUND

Council has approved a housing pipeline for the 2016 – 2021 IDP term and beyond to guide planning and implementation in collaboration with the Department of Human Settlements in the Province of the Western Cape.

ASLA appointed as implementing agent for the projects as reflected on the housing pipeline.

The priority of the housing projects on the current housing pipeline may be adapted due to restriction on funds from the Department of Human Settlements, project readiness and also the providing of bulk services.

B5686

CHANGES TO ADDENDUM MADE AND ENTERED INTO BETWEEN LANGEBERG MUNICIPALITY & ASLA CONSTRUCTION (PTY) LTD – IMPLEMENTING AGENT ON 19 JANUARY 2012 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)

This item served before the Executive Mayoral Committee on 19 May 2021

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 19 Mei 2021

Eenparig Besluit / Unanimously Resolved

1. That council note the changes made to amend Memorandum of Agreement (MOA) entered into between Langeberg Municipality and ASLA Construction (PTY) LTD 19 January 2012
2. Mandate Municipal Manager Mr ASA De Klerk to enter into a new Memorandum of Agreement with ASLA as per approved changes to Memorandum of Agreement (MOA).
3. That on SLA be concluded with ASLA for the implementation for bulk infrastructure for Mandela Square and Boekenhoutskloof based on the available funding based on WSIG funding.

A4169

PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEBERG MUNICIPALITY – MARCH/ MAY 2021 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)

RECOMMENDATION

That the Council takes cognisance of the current progress project readiness report for the Langeberg Municipality.

This item served before a Community Services Portfolio Committee on 09 June 2021

Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gediens op 09 Junie 2021

Aanbeveling / Recommendation

That there is no need for the report to be submitted to Council, the Mayoral committee can only take cognisance of the current progress project readiness report.

This item served before the Executive Mayoral Committee on 15 June 2021

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 15 Junie 2021

Aanbeveling / Recommendation

That there is no need for the report to be submitted to Council, the Mayoral committee can only take cognisance of the current progress project readiness report.

This item served before an Ordinary Meeting of Council on 22 June 2021

Hierdie item het gediën voor 'n Gewone Vergadering van die Raad op 22 Junie 2021

Eenparig Besluit / Unanimously Resolved

That there is no need for the report to be submitted to Council, the Mayoral committee can only take cognisance of the current progress project readiness report.

PROJECT READINESS: PROJECTS

IMPLEMENTATION PLAN OF LANGEBOEG PROJECTS	PROGRAMME	2021/2022		2022/2023		COMMENTS
		SITES SERVICE D	HOUSE S BUILT	SITES SERVICE D	HOUSE S BUILT	
McGregor	IRDP				10	Department approved additional 10 units to complete the 496 project. Subsidy applications has been completed and ready for submission. Implementation readiness 2023/24
McGregor informal settlement	UISP					Subsequent to the appointment of an Implementing Agent a formal application can be lodge to DEA for the review of the current conditions of the site.
Bonnievale Boekenhoutskloof (224)	UISP			570		Final layout yields 570 serviced sites Currently project still in planning phase. Implementation will be phased in over two year period 2023/24 to 2024/25.
Montagu Mandela Square (173)	UISP			148		Council approved super blocking principles that provides shared services for the occupants

Bonnievale Uitsig (68)	IRDP :TOPS				58	<p>Planned for 2024/25 according to department business plan.</p> <p>Council decided to prioritise 31 qualifying applicants from Uitsig and the rest from Bonnievale waiting list.</p> <p>Current no formal street layout.</p>
Bonnievale Uitsig	10 Flips units					Cost price per unit is subject to input cost.
Montagu Strydom Street (14)	IRDP: TOPS					<p>Langeberg submitted a request to the department for the appointment of a service provider. Outcome still pending.</p> <p>For the 2022/23 financial year the municipality received R1m for planning.</p>
Robertson Heights	IRDP : TOPS					Implementation has been moved to outer years due to electrical and stormwater capacity.
Nkqubela erf 136	IRDP : TOPS					<p>Project is completed. All 172 units has been handed over.</p> <p>90 title deeds has been handed over. Remainder still in progress.</p>
Zandvliet Project: Portion 17 of farm 158					520	No bulk services available.

RECOMMENDATION

That the Council takes cognisance of the current progress project readiness report for the Langeberg Municipality.

This item served before a Community Services Portfolio Committee on 08 February 2023
Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 08 Februarie 2023
Aanbeveling / Recommendation

That the Council takes cognisance of the current progress project readiness report for the Langeberg Municipality.

This item served before the Executive Mayoral Committee on 22 February 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023
Aanbeveling / Recommendation

1. That the Council takes cognisance of the current progress project readiness report for the Langeberg Municipality.
2. That the Zandvliet project be removed from the progress report due to it being a private piece of land.

AMENDMENT OF MIG DETAILED PROJECT IMPLEMENTATION PLAN 2022/2023, 2023/2024, 2024/2025
(MANAGER PROJECT MANAGEMENT)

Purpose of report

To obtain approval from Council for the amendment of the Langeberg Municipality MIG Detailed Project Implementation Plan (DPIP) utilization of MIG funding for 2022/2023, 2023/2024, 2024/2025 financial years.

Background

The allocated MIG funding for Langeberg Municipality for the 2022/2023, 2023/2024, 2024/2025 financial years as published in the DORA are as follows:

2022/23R 24 597 000
 2023/24R 25 536 000
 2024/25R 26 535 000

ALL AMOUNTS INDICATED ARE VAT INCLUSIVE

Approved MIG projects for 2022/2023 DPIP and amendment required are as follows

PROJECT	MIG AMOUNT REGISTERED 2022/2023	AMMENDED DPIP 2022/2023
Upgrading of Roads & Stormwater (Nkqubela)	R 1 747 593	R 1 369 649.17
Relocation of Materials Recovery Facility (Ashton MRF)	R 9 073 771	R 14 198 878.82
Refurbishment and Upgrade of Robertson Wastewater Treatment Works	R 13 775 636	R9 028 472.01
TOTAL BUDGET 2022/2023	R 24 597 000	R 24 597 000

Approved MIG projects for 2023/2024 DPIP and amendment required are as follows

PROJECT	MIG AMOUNT REGISTERED 2023/2024	AMMENDED DPIP 2023/2024
Refurbishment and Upgrade of Robertson Wastewater Treatment Works	R 25 536 000	R 25 536 000
TOTAL BUDGET 2023/2024	R 25 536 000	R 25 536 000

Approved MIG projects for 2024/2025 DPIP and amendment required are as follows

PROJECT	MIG AMOUNT REGISTERED 2024/2025	AMMENDED DPIP 2024/2025
Refurbishment and Upgrade of Robertson Wastewater Treatment Works	R 26 535 000	R 26 535 000
TOTAL BUDGET 2024/2025	R 26 535 000	R 26 535 000

Recommendation:

That the amendments to the Langeberg Municipality MIG DPIP be approved accordingly.

This item served before an Engineering Services Portfolio Committee on 08 February 2023
Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 08 Februarie 2023
Aanbeveling / Recommendation

That the amendments to the Langeberg Municipality MIG DPIP be approved accordingly.

This item served before the Executive Mayoral Committee on 22 February 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023
Aanbeveling / Recommendation

That the amendments to the Langeberg Municipality MIG DPIIP be approved accordingly.

DONATIONS IN TERMS OF THE GRANT-IN-AID PROCESS (5/15/1/2) (DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT)

Purpose of the report:

To submit a report to Council on the applications received for the Grant-in-Aid funds, for approval.

Background:

An advertisement was placed in the "Breederivier Gazette" on 30 August 2022 where institutions were invited to apply for Grant-in-Aid. Applications closed on Friday 28 October 2022 and a total of 54 applications were received. E-mails were sent to the ward councillors to confirm the existence and functioning of the organizations in the respective wards.

Attached as Annexure 1, copy of Advertisement, copy of Grant in Aid Policy and list of applications for 2022/2023.

Ward 1:

List of Applicants in Ward 1: (10)

1. Brave Knights Chess Club	1ste Laan 9, Bumholme, Robertson	Jo-Wayne Davids - 064 1280 212
2. Robertson Krieketklub	Callie de Wet Sportgronde, Robertson	J Philander - 076 4240 643
3. Lighthouse	Freesia In 21, Moreson, Robertson	Leroy Williams – 0783431070
4. Langeberg Doulos Trust	P O Box 189, Robertson	Vincent Andries – 0796901789
5. John Moore Animal Welfare	29 Truter Str, Robertson	Michelle Uren - 072 1225 192
6. Moreson Sopkombuis	46 Cestrum Ave, Robertson	Mariana van Stade - 074 3076 005
7. Nexus Football Klub	Mimosa Laan 22, Robertson	D Meintjies – 062 0206 687
8. Robertson Old St Blues	29C Wesleystr, Robertson	Adrian Cooksen – 082 7871
9. Breede River Hospice	Paul Kruger Str, Robertson	Priscilla Cloete – 023 626 5710
10. Brighten Lives and Bright Life Education	10 Malherbe Street, Robertson	Marlo Jooste – 083 5819 270

Ward 1: – Cllr C Steyn (Robertson Old St Blue, Brighten Lives and Hospice also in Ward 1 – send to Cllr Steyn – Cllr gave telephonical feedback to Mrs Matthys on 15/12/2022 and 19/01/2023)

Good afternoon Willimien

I spoke to Cllr Steyn, ward councillor for ward 1 today .

Cllr Steyn confirmed that he contacted all applicants except the Cricket club and can confirm the ones he spoke to are operational.

Cllr could not get into contact with the cricket club but i confirmed they are operational

*This mail thus serve as formal confirmation from the ward councillor of Ward 1
Thank you*

Celeste

Administrative Comments:

1. Brave Knights Chess Club – 1st application. Application form, letter, bank statement and constitution attached.
2. Robertson Krieketklub – Receive grant in 2021/2022, proof of spending grant is attached. Application form, letter, constitution, bank statement and Business Plan attached.
3. Lighthouse – 1st application. Application and memory stick attached with business plan, constitution and presentation.
4. Langeberg Doulos Trust – Received grant in 2020/2021 proof of spending was submitted to Community services. No application for 2021/2022, application, letter, business plan, bank statement attached.
5. John Moore Animal Welfare – Did not apply the last 2 years, did receive grant in previous years. Application, business plan and constitution attached. Already received grant from Community Services for Animal Welfare
6. Moreson Sopkombuis – No Constitution. Application in name of 1 person.
7. Nexus Football Klub – 1st application. Application and constitution attached. Grant requested for sport equipment and travel cost. the grant in aid 5(d) indicates funding shall exclude travel cost
8. Robertson Old St Blues – Did not apply the last 2 years,. Letter, application, constitution, business plan, bank statement and NPO attached.
9. Breede River Hospice – Receive grant in 2021/2022 – no tax invoices, but audited financial statements attached, application, letter constitution, bank statement and NPO attached. Letter for palliative care but need money for monthly hamper of food. Refer to section 5(d) funding of projects shall exclude travel cost , accommodation , food or entertainment expenses of an kind
10. Brighten Lives and Bright Life Education – 1st application, Application, constitution, bank statement and NPO attached.

Applications to be considered :

- | | | |
|--|--|---------------------------------|
| 1. <u>Brave Knights Chess Club</u> | 1ste Laan 9, Bumholme, Robertson | Jo-Wayne Davids - 064 1280 |
| 2. <u>Robertson Krieketklub</u> | Callie de Wet Sportgronde, Robertson | J Philander - 076 4240 643 |
| 3. <u>Lighthouse</u> | Freesia In 21, Moreson, Robertson | Leroy Williams – 0783431070 |
| 4. <u>Langeberg Doulos Trust</u> (all wards) | P O Box 189, Robertson | Vincent Andries – 0796901789 |
| 5. <u>Nexus Football Klub</u>
(Wards 1 and 3) | Mimosa Laan 22, Robertson | D Meintjies – 062 0206 687 |
| | On condition that funding can only be used to purchase sport equipment and not towards travel expenses | |
| 6. <u>Robertson Old St Blues</u>
7871 | 29C Wesleystr, Robertson | Adrian Cooksen – 082 |
| 7. <u>Breede River Hospice</u> | Paul Kruger Str, Robertson | Priscilla Cloete – 023 626 5710 |

On condition that funding can only be used to purchase much needed equipment and not be used for food, salaries or travelling expenses , refer to section 5 (d)

8. Brighten Lives and Bright Life Education 10 Malherbe Street, Robertson Marlo Jooste – 083 5819 270

Not to be considered

1. John Moore Animal Welfare
(wards 1,2,3) 29 Truter Str, Robertson Michelle Uren - 072 1225 192
Comments in term of 5(c)(ii) funding will not be considered where a project or organization is already receiving funding from council
2. Moreson Sopkombuis 46 Cestrum Ave, Robertson Mariana van Stade - 074 3076 005
Section 3(7) Individual's may not apply for grant in Aid and no payment may be made to individuals

Ward 2:

List of applicants in Ward 2: (9)

- | | | |
|---|-------------------------------------|-------------------------------|
| 1. Liverpool Football Club | 3 Nnconyama str Nkqubela | J Jafftha - 068 6552 384 |
| 2. Young Chiefs | 43 Ntlango str, Nkqubela | X Fulani - 0732051021 |
| 3. Lihle Educare | 69 Burwana Str, Nkqubela, R/son | Xoliswa Damane – 0631434982 |
| 4. Joseph Matwa Old Age Home | 34 Nurwana Str, Nkqubela, R/son | Lulama Nendtsa - 0673044929 |
| 5. Sunshine Stars Creche | 654 Ekuphumleni str, Nkqubela | Angeline Mase – 0780587608 |
| 6. Lithalethu Aftercare and Community Project | 35 Mafilika Str, Nkqubela | Nontobeko Gumada - 0737674119 |
| 7. Olothando Educare and Aftercare Centre | 1 Dwarha Str, Nkqubela | Lulama Nendtsa - 0673044929 |
| 8. Siyakhuthaza Educare and Aftercare | 11 Nentsa Str, Nkqubela | Pelma Vuma – 083 3626 939 |
| 9. Try Again FC | 05 Luthuli Str, Nkqubela, Robertson | T Olsgeku – 065 7448 862 |

Ward 2 – Cllr L Gxowa – No feedback

Administrative Comments:

1. Liverpool Football Club – Receive in 2020/2021 – no proof, no application in 2021/2022. Application form, letter constitution, bank statement and Business plan attached
2. Young Chiefs – Receive grant in 2020/2021 – no proof, no application in 2021/2022. Application form, letter, Business plan and bank statement attached.

3. Lihle Educare – Did not apply the last 2 years – did receive grant in previous years. Letter, application, constitution, NPO and bank statement attached.
4. Joseph Matwa Old Age Home – Did not apply the last 2 years – did receive grant in previous years. Letter, application, constitution, audited fin statements 31/03/2022, NPO attached.
5. Sunshine Stars Creche – Receive grant in 2020/2021 – no proof received. Did not apply for grant in 2021/2022. Application , constitution and NPO attached.
6. Lithalethu Aftercare and Community Project – Did not apply the last 2 years. Did receive grant in previous years. Application, Constitution and NPO attached
7. Olothando Educare and Aftercare Centre – Did receive grant in 2021/2022 – proof of spending grant attached, application, constitution, audited fin statements 30/11/2021 and NPO attached
8. Siyakhuthaza Educare and Aftercare – Did not apply the last 2 years – receive grant in previous years. Application, constitution, business plan, Audited fin statements 31/03/2022 and NPO attached.
9. Try Again FC – 1st application. Application form, Business Plan and financial statement attached. – grant for transport, food and drinks away games and training equipment, hiring Callie de Wet for training

To be considered for ward 2

1. Liverpool Football Club – Receive in 2020/2021 – no proof, no application in 2021/2022. Application form, letter constitution, bank statement and Business plan attached
2. Young Chiefs – Receive grant in 2020/2021 – no proof, no application in 2021/2022. Application form, letter, Business plan and bank statement attached.
3. Lihle Educare – Did not apply the last 2 years – did receive grant in previous years. Letter, application, constitution, NPO and bank statement attached.
4. Joseph Matwa Old Age Home – Did not apply the last 2 years – did receive grant in previous years. Letter, application, constitution, audited fin statements 31/03/2022, NPO attached.
5. Sunshine Stars Creche – Receive grant in 2020/2021 – no proof received. Did not apply for grant in 2021/2022. Application , constitution and NPO attached.
6. Lithalethu Aftercare and Community Project – Did not apply the last 2 years. Did receive grant in previous years. Application, Constitution and NPO attached
7. Olothando Educare and Aftercare Centre – Did receive grant in 2021/2022 – proof of spending grant attached, application, constitution, audited fin statements 30/11/2021 and NPO attached
8. Siyakhuthaza Educare and Aftercare – Did not apply the last 2 years – receive grant in previous years. Application, constitution, business plan, Audited fin statements 31/03/2022 and NPO attached.
9. Try Again FC – 1st application. Application form, Business Plan and financial statement attached. – grant for transport, food and drinks away games and training equipment, hiring Callie de Wet for training
On condition Try Again FC is not allowed to use funding on transport , food or drinks only training equipment

Ward 3:

List of Applicants in Ward 3: (6)

- | | | |
|-----------------------------------|--|--------------------------------|
| 1. Robertson Community Brass Band | 14 Rivierstraat, Robertson | H Arendse - 072 7445 170 |
| 2. Vergesig Primêre | SkoolJasmynstr 21B, Panorama, R/son | C Johnson - 023 626 3839 |
| 3. Kiddies Paradise | Boegoebos Str 1, Droëheuwel, Robertson | L van Rooy - 063 8180 448 |
| 4. Bakeni Pig Farm | 13 Affodilstr, Panorama, Robertson | S Bakeni – 064 3231 396 |
| 5. New Generation Arts Dev studio | 34 Coetzeestreet, Ex 15, Robertson | Emile Laido - 083 9627 675 |
| 6. Robertson Bejaarde Klub | Paul Krugerstr 90, Robertson | Irene Pretorius – 066 0292 519 |

Ward 3 – Cllr Hess (Written feedback via email on 28/11/2022)

Mev Matthys

*Old st Blues, Wesleystraat 29 val onder wyk 1, asook Brigten Lives Malherbestraat. Ek ken nie **Bakeni Pig Farm** het probeer skakel geen antwoord. Hospice is ook in wyk 1.*

Die ander organisas bestaan en is aktief. Bogenoemde organisasies ook aktief maar die raadslid van wyk 1 moet terugvoering gee.

Administrative Comments:

1. Robertson Community Brass Band – Receive grant in 2021/2022 – proof attached. Letter, application, constitution, bank statement and NPO attached.
2. Vergesig Primêre Skool – Receive grant in 2021/2022 – no proof attached. Application, letter, constitution, business plan and audited financial statements from 31/12/2021 attached. Received funding in previous FY but did not provide proof of expenditure or AFS reflecting payment
3. Kiddies Paradise – Receive grant in 2021/2022, proof of spending grant attached, letter, application, constitution, business plan, bank statement and NPO attached.
4. Bakeni Pig Farm – 1 st application. In name of a person. Organization not known to Cllr Hess. Letter, application, business plan attached.. application declined in terms of 5(c) (iv)
5. New Generation Arts Dev Studio – Receive grant in 2021/2022, proof attached, application form, constitution, business plan, bank statement and NPO attached .Received funding from SSD arts and culture program.
6. Robertson Bejaarde Klub – Receive grant in 2020/2021, no proof, did not apply for grant in 2021/2022. Application, business plan, constitution, bank statement, Audit Fin Statements of 28/02/2021 and NPO attached.

To be considered for ward 3

1. Robertson Community Brass Band – Receive grant in 2021/2022 – proof attached. Letter, application, constitution, bank statement and NPO attached.
2. Kiddies Paradise – Receive grant in 2021/2022, proof of spending grant attached, letter, application, constitution, business plan, bank statement and NPO attached.
3. Robertson Bejaarde Klub – Receive grant in 2020/2021, no proof, not apply for grant in 2021/2022. Application, business plan, constitution, bank statement, Audit Fin Statements of 28/02/2021 and NPO attached.

Not to be considered:

1. Vergesig Primêre Skool – Receive grant in 2021/2022 – no proof attached. Application, letter, constitution, business plan and audited financial statements from 31/12/2021 attached. Received funding in previous FY but did not provide proof of expenditure or AFS reflecting payment
2. Bakeni Pig Farm – 1 application. In name of a person. Organization not known to Cllr Hess. Letter, application, business plan attached.. application declined in terms of 5(c) (iv)
3. New Generation Arts Dev Studio – Receive grant in 2021/2022, proof attached, application form, constitution, business plan, bank statement and NPO attached .Receive grant from SSD for Arts and Culture.

Ward 4:**List of applicants in Ward 4: (6)**

- | | | |
|---|--|--------------------------------|
| 1. Promised Land Educare Centre | Milnerstr 37, Happy Valley, Bonnievale | Rosie Baadjies - 0840936229 |
| 2. The Roxy Foundation | Gemeenskapsentrum, New Cross Str, Happy Valley, Bonnievale | Jean Durell - 083 3029 019 |
| 3. Masazane Women's Water Forum | 65 Barlinka Avenue, Happy Valley, Bonnievale | Roseline Lekota - 067 7469 503 |
| 4. Driveby Bonnievale | Muskadellaan 111, Happy Valley, Bonnievale | |
| 5. Jakes Gerwel Entrepreneurial Funding Trust | Hoofstraat 97, Bonnievale | Michiel de Villiers – 072 3024 |
| 6. Bonnievale United RFC | Milnerstraat, Bonnievale | Pieter Soldaat – 076 5992 291 |

Ward 4 – Cllr Januarie – no feedback**Administrative Comments:**

1. Promised Land Educare Centre – Grant in 2021/2022 – no proof of spending. Letter, application, constitution and NPO attached.
2. The Roxy Foundation – Did not apply the last 2 years. Letter and application, constitution, business plan, Audited Fin Statements of 28/02/2022 and NPO attached.
3. Masazane Women's Water Forum – Receive grant in 2020/2021 – no proof of spending, did not apply in 2021/2022. Application, letter, constitution, bank statement and NPO attached.
4. Driveby Bonnievale – 1st application. Application form, no other documents attached.
5. Jakes Gerwel Entrepreneurial Funding Trust – Receive grant in 2020/2021, report on how grant was spent and photos. Did not apply in 2021/2022. Application, constitution, BVSA Konsult Statements 31/12/2021 and business plan attached.
6. Bonnievale United RFC – 1 st application. Application, letter and constitution attached.

To be considered for ward 4

1. The Roxy Foundation – Did not apply the last 2 years. Letter and application, constitution, business plan, Audited Financial Statements of 28/02/2022 and NPO attached.
2. Masazane Women's Water Forum – Receive grant in 2020/2021 – did not apply in 2021/2022. Application, letter, constitution, bank statement and NPO attached.
3. Jakes Gerwel Entrepreneurial Funding Trust – Receive grant in 2020/2021. Did not apply in 2021/2022. Application, constitution, BVSA Konsult Statements 31/12/2021 and business plan attached.
4. Bonnievale United RFC – 1 st application. Application, letter and constitution attached.

Not to be considered:

1. Promised Land Educare Centre – Grant in 2021/2022 – no proof of spending. Letter, application, constitution and NPO attached.
2. Driveby Bonnievale – 1st application. Application form, no other documents attached

Ward 5:

List of applicants in Ward 5: (3)

- | | | |
|--|--|------------------------------------|
| 1. Symbulon Charitable Trust
symbulon@me.com | Erf 1327, Reebokskraal, McGregor | C vd Velde – 076 2663 972 |
| 2. The Breede Centre
youth.coordinator@breedecentre.co.za | 42 Church StrMcGregor | Kathleen Verschoore - 023 625 1930 |
| 3. Cobras Krieket Klub | Maine Chance Farm, Le Chasseur,
Robertson | Rene Matthys – 065 3129361 |

Ward 5 - Cllr M G Oostendorff- Kraukamp - no feedback

Administrative Comments:

1. Symbulon Charitable Trust – 1st application. Letter, application form, Business Plan and NPO attached.
2. The Breede Centre – Receive grant in 2021/2022, proof of spending grant. Letter, application form, business plan, audited financial statements 31/03/2022 and NPO attached.
3. Cobras Krieket Klub – 1st application. Application and letter, constitution, bank statement attached. Bank statement in name of person.

To be considered for ward 5

1. Symbulon Charitable Trust – 1st application. Letter, application form, Business Plan and NPO attached.
2. The Breede Centre – Receive grant in 2021/2022, proof of spending grant. Letter, application form, business Plan, audited financial statements 31/03/2022 and NPO attached.

Not to be considered:

1. Cobras Krieket Klub – 1st application. Application and letter, constitution, bank statement attached. Bank statement in name of person.

Ward 6:

List of applications ward 6: (3)

- | | | |
|--|-----------------------------|------------------------------------|
| 1. Sonstraal Dagsorg Sentrum
and 078 5770 606 | Rositastraat 21, Robertson | Bettie Verity Farao – 073 1160 343 |
| 2. Rangers Robertson RVK | Malvastraat 32, Robertson | Riaan Arendse – 068 0021 683 |
| 3. Indians Krieket Klub | Sunbird, De Hoop, Robertson | Benjamin Anthony – 079 9937 276 |

Ward 6 – Cllr D B Janse - written comments received via emails on 21/11/2022 and 23/11/2022

More Willemien Sonstraal dag sorg in nog in werking

Groete Rdl DBJanse

More Willemien Rangers is ten volle aan die gang

Groete

D.BJanse

Naand Willemien ja die Indians krieket klub is in werking

Groete

D.B Janse

Administrative Comments:

1. Sonstraal Dagsorg Sentrum – Receive grant in 2020/2021 –Did not apply in 2021/2022. Letter, application Constitution, Business Plan, bank statement and NPO attached.
2. Rangers Robertson RVK – Did not apply the last 2 years, Application, letter, constitution, bank statement and business plan attached.
3. Indians Krieket Klub – 1st application. Application, business plan, bank statement and constitution attached.

To be considered for ward 6

- | | | |
|---|-----------------------------|--|
| 1. <u>Sonstraal Dagsorg Sentrum</u>
5770 606 | Rositastraat 21, Robertson | Bettie Verity Farao – 073 1160 343 and 078 |
| 2. <u>Rangers Robertson RVK</u> | Malvastraat 32, Robertson | Riaan Arendse – 068 0021 683 |
| 3. <u>Indians Krieket Klub</u> | Sunbird, De Hoop, Robertson | Benjamin Anthony – 079 9937 276 |

Ward 7:

List of applicants in Ward 7 (3)

- | | | |
|---|--------------------------|------------------------------------|
| 1. Focus on the family Development Centre | Sultanasingel 6, Montagu | Magdal Jaftha - 023 614 1015 |
| 2. Bram Home Based Care | 11 Kortstraat, Ashton | Clementine Lawrence - 073 8317 150 |
| 3. The Last Remnant Community Outreach NPO 21706501 | Hibiscus Ave, Montagu | A Pekeur – 061 0265 499 |

Ward 7 - Cllr D Felix – no feedback

Administrative Comments:

1. Focus on the family Development Centre – 1st application. Application, letter, constitution, NPO, bank statement and project proposal attached.
2. Bram Home Based Care Project – Did not apply the last 2 years, receive grant in previous years. Application, Project Plan, Audited Fin Statements March 2022 and Constitution attached.
3. The Last Remnant Community Outreach – 1st application. Application and email attached, Project Plan, Constitution, bank statement and NPO attached. Bank statement in name of person. Grant for sound system and quotations for food from various shops.

To be considered for ward 7

1. Focus on the family Development Centre – 1st application. Application, letter, constitution, NPO, bank statement and project proposal attached.
2. Bram Home Based Care Project – Did not apply the last 2 years, receive grant in previous years. Application, Project Plan, Audited Fin Statements March 2022 and Constitution attached.

Not to be considered:

1. The Last Remnant Community Outreach – 1st application. Application and email attached, Project Plan, Constitution, bank statement and NPO attached. Bank statement in name of person. Grant for sound system and quotations for food from various shops.

NO APPLICATIONS RECEIVED FOR WARD 8

Ward 9:

List of applicants in Ward 9: (4)

- | | | |
|------------------------------------|-------------------------|------------------------------|
| 1. Tinkie Winkie Dagsorg | Hoofweg 16, Ashton | Zenobia Titus - 074 5715 115 |
| 2. Ashton Drive by Crew | Dennestraat 6, Ashton | Mohammed Daniels - ? |
| 3. United Ashton Rugby Voetbalklub | Narsingsingel 7, Ashton | G Maarman – 078 5174 498 |

Ward 9 - Cllr Y Siegel – written feedback on 19/01/2023

Goeie dag

Ek vertrou die epos vind u wel.

Die 4 organisasies wat aansoek gedoen het vir die grant in aid is wel aktief in wyk 9. Ek neem kennis van u skrywe langs Ashton driveby crew .tinkie winkie en Silver threads en ook ASHTON United.

Almal is egter baie aktief.indien die driveby hulle bankbesonderhede en ook die lidmmaatskap van raadslid GERTSE uitsorteer wil ek graag vra dat u die organisasies goedgunstiglik oorweeg.

Groete

Administrative comments:

1. Tinkie Winkie Dagsorg – Did not apply for grant the last 2 years – received grant in previous years. Letter, application, constitution attached.
2. Ashton Drive by Crew – 1st application. Application, business plan attached. Bank statement in name of person. Councillor part of the board members.3.6 No grant will be allocated where a member of Council received any financial or other gains
3. United Ashton RVK – Receive grant in 2020/2021 – proof of spending grant in audited Financial Statements of 30 September 2022. Did not apply in 2021/2022. Application, letter, constitution, confirmation letter from the bank.
4. Silver Threads Service Centre – Did not apply for grant the last 2 years, receive grant in previous years. Application, constitution and project plan attached.

To be considered for ward 9

1. Tinkie Winkie Dagsorg – Did not apply for grant the last 2 years – receive grant in previous years. Letter, application, constitution attached.
2. Silver Threads Service Centre – Did not apply for grant the last 2 years, receive grant in previous years. Application, constitution and project plan attached.
3. United Ashton RVK – Receive grant in 2020/2021 – proof of spending grant in audited Financial Statements of 30 September 2022. Did not apply in 2021/2022. Application, letter, constitution, confirmation letter from the bank.

Not to be considered:

1. Ashton Drive by Crew – 1st application. Application, business plan attached. Bank statement in name of person. Councillor part of the board members.3.6 No grant will be allocated where a member of Council received any financial or other gains.

Ward 10

List of applicants in Ward 10: (8)

- | | | |
|-----------------------|--------------------------|-------------------------------|
| 1. Ashton Juventus FC | 199 Nogewana str, Zolani | Luvuyo Gqamana – 072 0486 208 |
|-----------------------|--------------------------|-------------------------------|

2. Zolani 6715 GBV Ambassador	139 Bougard Street, Zolani, Ashton	Khanyisile Malosi - 083 3651 998
3. Thandanane Service Centre	Erf 249, Spofane Str, Zolani Ashton	N Mpokolye – 066 4323 196
4. Boland Chamber Choir	SH 28, Notwalana str, Zolani	Luthando Klaas – 078 8643 364
5. Leeds United Football	15 Bogard Ave, Zolani, Ashton	K Bolani – 083 4988 191
6. Luxolo Art Development	E20 Motasi Street, Zolani, Ashton	Yanela Tshoto – 073 2605 380
7. Port St Johns Netball Club	Mantlana Str 30, Zolani, Ashton	Z Mazcakini – 073 0024 436
8. Queen Bee Netball Club ymagcakini07@gmail.com	03 Magaqozo Str, Zolani, Ashton	Y Magcokini no contact no

Ward 10 – Cllr A Ndongeni - no feedback

Administrative Comments:

1. Ashton Juventus FC – 1st application. Application, letter, business plan, constitution and registration certificate attached.
2. Zolani 6715 GBV Ambassador – 1st application. Application, business plan, constitution and registration certificate attached.
3. Thandanane Service Centre – 1st application. Application, NPO, Constitution, business plan attached.
4. Boland Chamber Choir - 1st application. Letter, application, Constitution attached.
5. Leeds United Football – 1st application. Application, letter, constitution, attached, also funding documents
6. Luxolo Art Development – Is this Luxolo Gospel Choir? Application on their letter head. If so, did receive grant funding in previous years. Not the last 2 years. Application, Funding proposal, constitution and NPO attached.
7. Port St Johns Netball Club – 1st application. Application and funding proposal attached.
8. Queen Bee Netball Club – 1st application. Application, constitution, funding proposal attached.

To be considered for ward 10

1. Ashton Juventus FC – 1st application. Application, letter, business plan, constitution and registration certificate attached.
2. Zolani 6715 GBV Ambassador – 1st application. Application, business plan, constitution and registration certificate attached.
3. Thandanane Service Centre – 1st application. Application, NPO, Constitution, business plan attached.
4. Boland Chamber Choir - 1st application. Letter, application, Constitution attached.
5. Leeds United Football – 1st application. Application, letter, constitution, attached, also funding documents

6. Luxolo Art Development – Is this Luxolo Gospel Choir? Application on their letter head. If so, did receive grant funding in previous years. Not the last 2 years. Application, Funding proposal, constitution and NPO attached.
7. Port St Johns Netball Club – 1st application. Application and funding proposal attached.
8. Queen Bee Netball Club – 1st application. Application, constitution, funding proposal attached.

Ward 11:

Applications received for ward 11: (2)

- | | | |
|--------------------------------------|---------------------------------|------------------------------|
| 1. Young Proteas Rugby Football Klub | Lucerne, Klaasvoogds, Robertson | Giel Vermeule – 072 1885 666 |
| 2. Klawie Stars Krieketklub | Lucerne, Klaasvoogds, Robertson | Ria Hayman – 076 3169 477 |

Ward 11 – Cllr J C J Coetzee – Cllr Give feedback via email on 11/01/2022

Goeie dag,

Beide organisasies in wyk 11 is tans nog bedrywig.

Groete

Administrative Comments:

1. Young Proteas Rugby Football Klub – 1st application. Application, letter, business plan, bank statement attached.
2. Klawie Stars Krieketklub – 1st application. Application, constitution, business plan attached.

To be considered for ward 11

- | | | |
|---|---------------------------------|------------------------------|
| 1. <u>Young Proteas Rugby Football Klub</u> | Lucerne, Klaasvoogds, Robertson | Giel Vermeule – 072 1885 666 |
| 2. <u>Klawie Stars Krieketklub</u> | Lucerne, Klaasvoogds, Robertson | Ria Hayman – 076 3169 477 |

NO APPLICATIONS FOR WARD 12

Recommendation:

That Council approve the following:

1. That the **10** applications that do not comply to the Grant in Aid Policy, not be considered.
2. That the remaining **44** receives a donation of

	44 X R3500	=	R154 000-00
Total amount		=	R154 000-00

3. That a service level agreement be signed by the authorized representative of the organization with the Langeberg Municipality.
4. That where an organization cannot provide banking details, no funds will be transferred as a grant.

NOTE: The annexure was distributed as part of the agenda for the Strategy & Social Development Portfolio Committee meeting of 08 February 2023 (pg. 18 – 34)

This item served before the Strategy & Social Development Portfolio Committee on 08 February 2023.
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 08 Februarie 2023.
Aanbeveling / Recommendation

That Council approve the following:

1. That the **10** applications that do not comply to the Grant in Aid Policy, not be considered.
2. That the remaining **44** receives a donation of

44 X R3500 = R154 000-00

Total amount = R154 000-00

3. That a service level agreement be signed by the authorized representative of the organization with the Langeberg Municipality.
4. That where an organization cannot provide banking details, no funds will be transferred as a grant.

This item served before the Executive Mayoral Committee on 22 February 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023
Aanbeveling / Recommendation

That Council approve the following:

1. That the **10** applications that do not comply to the Grant in Aid Policy, not be considered.
2. That the remaining **44** receives a donation of

44 X R3500 = R154 000-00

Total amount = R154 000-00

3. That a service level agreement be signed by the authorized representative of the organization with the Langeberg Municipality.
4. That where an organization cannot provide banking details, no funds will be transferred as a grant.

**BUSINESS CONTINUITY COMMITTEE: BUSINESS CONTINUITY MANAGEMENT POLICY – 2022 / 2023
(5/14/R) (CHIEF AUDIT EXECUTIVE)**

Purpose of report

To submit the Business Continuity Management Policy for 2022/23 to Council for approval.

Background

Section 62 (1) (c) (i) of the MFMA states that:

*"The Municipal Manager of a municipality is responsible for managing the financial administration of the municipality and must for this purpose take all responsible steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and **risk management** and internal control".*

The purpose of the Business Continuity Management Policy is to provide a policy on the responsiveness or readiness of Langeberg Municipality to manage uncertain future incidents (risks) and threats that might threaten continued functioning of the municipality to ensure that personnel and assets are protected and able to function in the event of a disaster or emergency.

The Business Continuity Committee, Fraud & Risk Management Committee (FARMCO) and the Audit & Performance Committee (A&PC) approved that the Business Continuity Management Policy for 2022/23 to be submitted to the Council for final approval.

The Business Continuity Management Policy for 2022/23 was attached to this report.

Recommendations

That the Business Continuity Management Policy for 2022/23 be approved by Council.

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 08 February 2023 (pg. 28 – 37)

**This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 2023
Recommendation / Aanbeveling**

That the Business Continuity Management Policy for 2022/23 be approved by Council.

(A4472)



DRAFT

BUSINESS CONTINUITY MANAGEMENT POLICY – 2022/2023

Table of Contents

1.	Introduction	2
2.	Purpose	2
3.	Policy Environment.....	2
4.	Business Continuity Objectives.....	3
5.	Policy Informing Process and Legislative Framework	4
6.	Implementation Overview	4
7.	Limitations and Conditions.....	6
8.	Roles and Responsibilities.....	7
9.	Concluding Comments	8
10.	Glossary of Terms	8
11.	Acknowledgement of Approval	10

1. Introduction

In this dynamic world institutions are subject to disruptions that tend to hamper service delivery. Such disruptions contain high and low risks that impact the institution's day-to-day operations. These risks also apply to Langeberg Municipality that is mandated by the Constitution of the Republic of South Africa of 1996 to provide basic services to the local communities in a sustainable manner without any operational disturbance, even when a disaster has occurred.

Langeberg Municipality has recorded some progress in terms of implementing its BCM model. The BCM ensures that contingency plans are in place to achieve sustainable service delivery in the event of operational disruptions. It outlines the requirements for Langeberg Municipality to be more resilient, to be able to manage simple and complex incidents, and lastly, to be able to recover from a disaster without adversely affecting service delivery to its residents.

The BCC meets quarterly to discuss pertinent issues and certain operational areas of the municipality were identified and prioritised to implement the BCM on a phased in approach. In the advent of COVID-19 pandemic, the existing BCM was also updated with the business continuity operational plan for COVID-19 as these necessitated new ways of conducting the business of the municipality. This BCM policy considers this new normal and to ensure integration of the business continuity management process into the day to day activities of the municipality, a BCM strategy and implementation plan will be also be developed to operationalise this model.

2. Purpose

The purpose of the BCM is to provide a policy on the responsiveness or readiness of the Langeberg Municipality to manage uncertain future incidents (risks) and threats that might threaten continued functioning of the municipality to ensure that personnel and assets are protected and able to function in the event of a disaster or emergency. Business Continuity Management is the process by which Langeberg Municipality prepares for future incidents that could jeopardise the municipality's core mandate and its long-term viability. Therefore, the purpose of the BCM is to provide a framework that will build organisational resilience and establish an effective response that preserves the value given by the municipality.

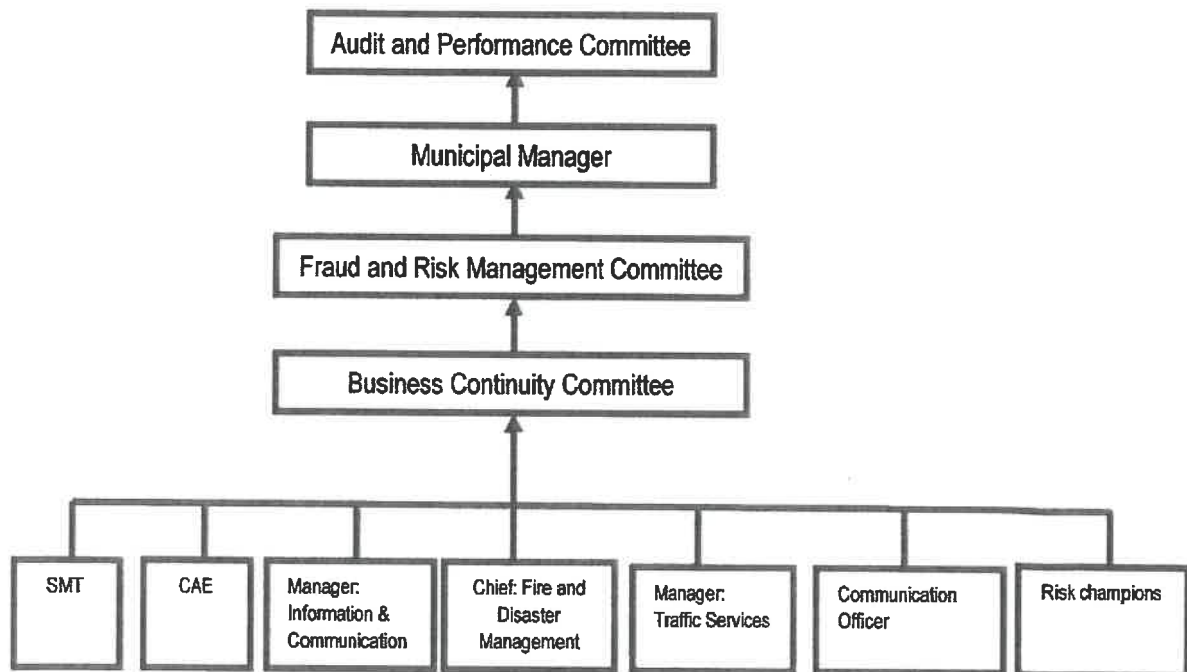
3. Policy Environment

Langeberg Municipality does not have a department established to manage the business continuity management process. As a result, the responsibilities for establishing a BCM, administration of BCM process, coordinating the implementation of business continuity processes, testing of the BCM, and review and update of all business continuity documents reside with the Internal Audit Activity which is headed by the Chief Audit Executive. This is in line with the International Standards for the

Professional Practice of Internal Auditing, which states that the Chief Audit Executive may be asked to take on additional roles and responsibilities outside of internal auditing. The necessary safeguards that must be in place to limit impairments to independence and objective of the Internal Audit Activity and Chief Audit Executive, respectively are documented in the Internal Audit Charter in line with the Standards.

The BCM structure of the Langeberg Municipality is depicted in Figure 1 - BCM Structure below. The structure depicts all the role players in the business continuity management process of Langeberg Municipality. Roles and responsibilities of each role player are documented in section 8 below.

Figure 1 - BCM Structure



4. Business Continuity Objectives

The objectives of this Business Continuity Management policy are as follows:

- To ensure that the critical business processes and related risks that could potentially cause unacceptable disruption to the business of the municipality are identified and managed appropriately;
- To ensure that recovery plans for each directorate in the Municipality are developed to ensure continuity in the event of an interruption to the service delivery capability of the municipality;
- To ensure that recovery plans are reviewed and updated on a regular basis in order to remain relevant;
- To instil an enterprise wide business continuity culture in the Municipality;
- To ensure the required knowledge and skills are cultivated by officials involved in the business continuity processes;
- To drive all BCM activities to follow good practices in order to attain a full process lifecycle;
- To outline tools to be used throughout the BCM process lifecycle;

- To incorporate the Terms of Reference in terms of the ICT roles and responsibilities of the BCC; and
- To outline responsibilities of the BCC, A&PC and FARMCO, and to enhance BCM awareness within the entire municipality.

5. Policy Informing Process and Legislative Framework

- Constitution of the Republic of South Africa Act (No. 108 of 1996);
- ISO 22301
- BCM Good Practice guide 2018
- Occupational Health and Safety Act as amended by Occupational Health and Safety Amendment Act (No. 181 of 1993)
- Batho Pele Principles
- King IV Codes of Corporate Governance
- The Municipal Finance Management (Act No. 56 of 2003) as amended

6. Implementation Overview

Business Continuity Awareness

The employer shall endeavour to make the employees aware of BCM so that they may familiarise themselves with structures of Business Continuity, including emergency BC contact number.

BCM shall communicate regularly with employees about Business Continuity, its meaning and Business Continuity scenarios intended for the municipality.

A Business Continuity budget shall reside with the Internal Audit Activity department.

A Disaster Recovery budget shall reside with the ICT department.

The BC risk management training budget shall reside with the Internal Audit Activity department.

Programme Management

BC task teams that are to cascade BC to operational levels shall be established from the BCC to ensure the effective implementation of BCM within the municipality.

The BCC members shall be nominated by the Municipal Manager through appointment letters signed by both the nominated member and the Municipal Manager.

BCM Strategy

A BCM strategy shall be determined for the organisation and relevant stakeholders will be identified for its execution.

The BCM strategy shall be cascaded down to the operational level, and a BC plan should be drafted for each department covering critical business processes that need to be restored in case of a disruption, emergency or disaster.

The BCC and its different task teams and the BCM Administrator shall ensure synergy between the different structures to coordinate BCM in the municipality.

The BC Strategy Implementation Metrics shall be used to measure the success of the BC programme.

The BCM Implementation

BCM shall be conducted in accordance with the BCM policy.

BCM Awareness campaigns shall be carried out twice per annum or as deemed appropriate by the BCC.

BCM in the municipality shall conduct regular tests as and when required or planned by the BCC.

The Disaster Recovery site shall be prepared by the ICT department during tests before the municipal officials can occupy the site.

Transport to the disaster recovery site shall be made available for all relevant employees.

As far as it is practicable BC tests conducted shall not disrupt the normal day-to-day operations of the Municipality.

Department shall review their BC plans on a regular basis or as required by the SMT.

BC test results shall be monitored, evaluated and the impact recorded and reported to the BCC and the Municipal Manager.

BC exercise planning shall be prepared and finalised a week in advance.

Employees shall be made aware of assembly points prior to BC tests in order to avoid confusion, should a disaster occur.

ICT Terms of Reference of BCC

ICT Responsibilities and accountabilities of the BCC:

- The responsibilities of this committee will focus and be attended to as follow:
- Assurance of clear scope and assignment
- Providing necessary resources to achieve desired outcomes
- Conflict resolution
- Risk management
- To ensure that the committee achieves predetermined objectives / targets

ICT Functions of BCC:

- Define the mission and objectives of ICT resources to adapt to the strategic direction of the municipality
- Authorise and direct the development of the strategic and operational plans for ICT resources
- Ensure that the municipality's strategic and operational plan for ICT resources is in line with government legislation
- Recommend strategic and operational plans for organisational information to MM for endorsement
- Review and approve business cases to ensure that ICT resources are optimised
- Continuously determine and monitor the municipality's safety policy and practices to ensure that they remain relevant and complete

ICT Terms of Reference Areas:

- To agree, on meetings for the committees for the duration of the project
- To monitor the progress of work being undertaken by committees and individuals

- To develop and review critical incident policies and procedures
- To compile and review a protocol for the management committee
- To draw up and maintain arrangements for the Steering Committee visits to sites
- To oversee arrangements for involvement of the management committee in the formulation and monitoring of the project plan
- To make recommendations to the project team and establish exceptional working arrangements
- To ensure governance and compliance
- To be available and respond to matters of particular difficulty, sensitivity or emergency and offer advice and support to the project
- To undertake tasks delegated to them
- Decide on strategic direction of the project
- Decide on Change Requests
- Risk management
- Project manager to report on project progress
- Initiate the start of the programme
- Be the overall project escalation point
- Review the progress of the programme
- Report to strategic services on progress made, milestones achieved
- Recommend on signing off of deliverables
- Additional items which individual Project Sponsor may wish to include

The Benefits:

- Is part of the municipality's commitment to ensure that the project meets the strategic goals
- Provide real visibility of how the municipality spends the customers' money
- Is where consensus must be reached on issues that cannot be resolved by the day-to-day team
- Can be a useful asset to the Acceptor by making visible the lines of responsibility, and ensuring that customer management and delivery management are appropriately involved in the project
- Provides an invaluable opportunity to get senior delivery people together with the customer's senior people
- Helps the delivery organisation better understand the challenges that the customer is facing
- Open up possibilities for follow-on business

Reporting

The BCC shall agree on reporting intervals for all BCM activities with the relevant committees.

The BCC shall report on a quarterly basis to the Fraud and Risk Management Committee and the Municipal Manager.

BCM in the municipality shall be structured from the strategic level of the municipality through the BCC to carry out the activities on behalf SMT, and then it cascades to the operational level through coordination and support from the task teams and BCM administrator.

At an operational level the task teams shall consist of officials that implement the activities of BCM in the respective Departments.

7. Limitations and Conditions

The Business Continuity Management Policy applies to all municipal employees without exception including, permanent and contract employees, and is also applicable to suppliers and vendors.

Non-adherence to the Business Continuity Management Policy instructions shall amount to misconduct.

8. Roles and Responsibilities

Municipal Manager

The Municipal Manager is responsible for ensuring that business continuity management is established and implemented according to the BCM, and for providing all the necessary resources. For this reason, the Municipal Manager should appoint a Business Continuity Committee which must:

- Approve the governance structure;
- Clarify their roles and those of participants in the programme;
- Oversee the creation of a list of appropriate committees, working groups and teams to develop and execute the policy;
- Provide strategic direction and communicate essential messages;
- Approve the results of the Business Impact Analyses (BIA);
- Review the critical services that have been identified;
- Approve the continuity plans and arrangements;
- Monitor quality assurance activities;
- Resolve conflicting interests and priorities;
- Liaise with Council to declare the state of emergency and disaster and to give relevant emergency instructions to all municipal employees;
- Ensure seamless integration between risk management, disaster management, disaster recovery and business continuity management activities within the municipality;
- Implement and maintain the BCM policy and strategy;
- Maintain a high level BCM coordination within the municipality, and
- Meet every quarter to conduct its business in terms of the business continuity management policy.

Fraud & Risk Management Committee and Audit & Performance Committee

- Responsible for oversight on the development and implementation of a Business Continuity Management policy;
- Reports to Council on matters pertaining to business continuity management and its resilience;
- Acknowledgement of the Business Continuity Policy, Strategy and Implementation plan.

Business Continuity Committee – Composition and Responsibilities

Strategic Management Team (SMT):

- The SMT has overall responsibility for the Business Continuity Committee by providing support and direction, and ensuring funding is available for the implementation of the BCM. One of the directors will be appointed by the Municipal Manager as the Executive sponsor which will also be the Chairperson of the Committee.

BCM Administrator – Internal Audit Activity:

- The BCM Administrator secures senior management's support, estimates funding requirements, develops BCM Policy, coordinates and oversees the BIA process, ensures effective participant input, coordinates and oversees the development of plans and arrangements for business continuity, establishes working groups and teams and defines their responsibilities, coordinates appropriate training, and provides for regular review, testing and audit of the BCM.

Operational Command Coordinator – Chief: Fire & Disaster Management:

- The Operational Command Coordinator is responsible for the coordination of disaster management emergency services, such as fire and rescue, disaster management and relocation.

Security Officer – Manager: Traffic Services:

- The Security Officer works with the BCM Administrator to ensure that all aspects of the BCM meet the security requirements of the Municipality.

Chief Information Officer (CIO) – Manager: Information & Communications Technology

- The CIO cooperates closely with the BCM Administrator and IT service providers to plan for effective and harmonised continuity of operations. The CIO is the key driver and respondent to ICT related matters as included in the ICT Terms of Reference for the BCC as listed above.

Communication Officer

- The Communication Officer formalises communication structures, handles internal and external communication and ensure everyone is aware of the communication policy.

Business Unit Representatives – Risk Champions

- Business Unit Representatives (Risk Champions) provide input and assist in performing and analysing the results of the business impact analysis.

9. Concluding Comments

This policy shall be known as the Business Continuity Management Policy. Employees of the municipality must be made aware of this policy together with its associated procedures and processes. The policy shall be reviewed as and when required; or when a need to add / change arises on legislation or procedures. This policy shall repeal and replace the Business Continuity Model approved on 30 July 2019. This policy shall be effective until a new one has been approved.


10. Glossary of Terms

Term/Concept/Abbreviation	Description
BCM	Business Continuity Management
BCC	Business Continuity Committee
BC	Business Continuity
Standards	International Standards for the Professional Practice of Internal Auditing
SMT	Strategic Management Team
FARMCO	Fraud and Risk Management Committee


A&PC	Audit and Performance Committee
Activities	All duties that belong to the business means of operations.
BCM Programme lifecycle	The processes and systems of practicing Business Continuity in the municipality
Disruption	A disturbance of any nature within the municipality that can critically hamper the delivery of services
Emergency	A serious situation or occurrence that happens unexpectedly and demands immediate action
Employee	Any person, excluding an independent contractor, who works for another person or for the municipality and who receives, or is entitled to receive, any remuneration; and, Any other person who in any manner assists in carrying on or conducting the business of an employer, and 'employed' and 'employment' have meanings corresponding to that of 'employee'.
Foreseeable threats	Only threats that can be outlined by using BCM good practice tools
Good Practice	Mechanisms and tools for BC management provided by the Business Continuity Institute' Good Practice Guidelines
Misconduct	unacceptable or improper behaviour, especially by an employee or professional person
Critical Activities	Operational duties of the municipality which are indispensable in order to provide services to clients. e.g. Call Centre
Multi-Activity	The integration of activities – transactions between municipality and its stakeholders, clients, and contractors
Resilience	The institutions ability to remain calm during an incident or disaster and still operate normally
Tests	Staged activities conducted to ensure that risk mitigating measures that are put in place are working and will work in an instance where the actual risk occurs.
ICT	Information and Communication Technology

11. Acknowledgement of Approval

Recommended by the Business Continuity Committee:

Position: Chairperson
Signature: 
Name in Print: Celeste Matthys
Date: 18/11/2022

Noted by the Fraud and Risk Management Committee:

Position: Chairperson
Signature: 
Name in Print: Dr. Marilene van Biljon
Date: 23 November 2022

Accepted by the Municipal Manager:

Position: ~~Act Municipal Manager~~
Signature: 
Name in Print: AWT EVERSON
Date: 2023/01/11

Noted by the Audit and Performance Committee:

Position: Chairperson
Signature: 
Name in Print: Kirstie Talmakkies
Date: 20/01/2023

Approved by Council Resolution:

Report No.: _____
Date: _____

FRAUD & RISK MANAGEMENT COMMITTEE – FRAUD & RISK MANAGEMENT COMMITTEE REPORT, REPORT ON TOP RISKS AND KEY CHANGES TO RISK REGISTER AND UPDATED RISK REGISTER FOR QUARTER 2 – 2022 / 2023 (5/14/R) (CHIEF AUDIT EXECUTIVE)

Purpose of report

To submit the Fraud & Risk Management Committee Report, Report on Top Risks and Key Changes to Risk Register and the Updated Risk Register for quarter 2 of 2022/23 to Council for noting.

Background

Section 62 (1) (c) (i) of the MFMA states that:

*“The Municipal Manager of a municipality is responsible for managing the financial administration of the municipality and must for this purpose take all responsible steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and **risk management** and internal control”.*

Furthermore, it is also stated in the Risk Management Policy that:

“Council takes an interest in risk management to the extent necessary to obtain comfort that properly established and functioning systems of risk management are in place to protect the Langeberg Municipality against significant risks”.

The Fraud & Risk Management Committee (FARMCO) Report, Report on Top Risks and Key Changes to Risk Register and the Updated Risk Register for quarter 2 of the 2022/23 financial year were submitted to the Audit & Performance Committee on 18 January 2023 and was attached to this report.

Recommendation

That the contents of the FARMCO Report, Report on Top Risks and Key Changes to Risk Register and the Updated Risk Register for quarter 2 of the 2022/23 financial year be noted by Council.

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 08 February 2023 (pg. 39 – 49)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 2023
Recommendation / Aanbeveling

That the contents of the FARMCO Report, Report on Top Risks and Key Changes to Risk Register and the Updated Risk Register for quarter 2 of the 2022/23 financial year be noted by Council.

THE RE-WRITING OF THE LANGEBERG MUNICIPALITY SPATIAL DEVELOPMENT FRAMEWORK AS A CORE COMPONENT OF THE LANGEBERG MUNICIPALITY INTEGRATED DEVELOPMENT PLAN: APPROVAL OF FINAL DRAFT DOCUMENT FOR THE PUBLIC PARTICIPATION PROCESS. (ACTING: DIRECTOR ENGINEERING SERVICES)

Purpose of report

To submit the final draft SDF document for Council to approve for Public Participation.

Background

Langeberg Municipality is currently in process of drafting its new 5-year IDP, which will be adopted in May 2023 and will determine the development priorities for the Municipal area for the following 5 years. Legislation requires that the Municipality adopt an SDF concurrently with the adoption of the IDP.

The Langeberg SDF, 2022 – 2027 will be adopted as a core component of the 5th generation Langeberg IDP, 2022 – 2027 (MSA Section 26(e)). The re-write of the SDF focusses on proposals that will be included as projects planned for the next five years and the next 20 years and the alignment of these projects with the Capital Expenditure Framework of Langeberg Municipality.

In accordance with Section 3 (1) of the Langeberg Municipality: Land Use Planning By-Law, 2015, the Langeberg SDF is prepared as part of the municipal IDP in accordance with the provisions of the Municipal Systems Act (MSA) (Act 32 of 2000). Sections 3 – 10 of the Langeberg Municipality: Land Use Planning By-Law guides the content of and procedure to follow to compile or amend an SDF. The approval or adoption of this SDF will be undertaken in accordance with Section 10 of the Langeberg Municipality: Land Use Planning By-Law.

Besides legislation instructing the development and amendment of Spatial Development Frameworks, Municipal Spatial Development Frameworks have to be aligned with different national, provincial and local legislation, policies and strategies which provide a spatial planning agenda.

A final draft LSDF report for Langeberg Municipal area, according to the required specifications and aligned with the latest planning and environmental law and policy, must for e.g., include updated set of maps and proposals.

Comments

Appropriate SDF participation processes must now be conducted by the Service Provider in an appropriate manner as per legislative requirements which will include meetings with the public as well as with external stake holders etc.

In terms of Section 20(3) of SPLUMA and Section 29(1) (b) (iii) of the MSA the Langeberg Municipality is required to invite the public, local community, organs of state or other role players to submit written comment on the Langeberg SDF. As this final draft has now been prepared, the final draft SDF will therefore be advertised for a 60-day commenting period in the local press and Government Gazette.

In terms of Section 13 of LUPA the draft SDF will be submitted to the Provincial Minister, responsible for Land Use Planning, for written comment. Once completed, the MSDF will be approved in terms of the MSA and SPLUMA and will serve as a guide to decision making in development, land use planning and where the budget is spent.

Recommendation

That Council approves the final draft SDF and commencement of the Public Participation Process whereby the final draft SDF will be advertised for a 60-day commenting period.

This item served before an Engineering Services Portfolio Committee on 08 February 2023
Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 08 Februarie 2023
Aanbeveling / Recommendation

That Council approves the draft SDF and commencement of the Public Participation Process whereby the draft SDF will be advertised for a 60-day commenting period.

This item served before the Executive Mayoral Committee on 22 February 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023
Aanbeveling / Recommendation

That Council approves the draft SDF and commencement of the Public Participation Process whereby the draft SDF will be advertised for a 60-day commenting period.

**FEEDBACK TO COUNCIL: EXECUTION OF COUNCIL RESOLUTIONS: OCTOBER – DECEMBER 2022
(3/2/1/3) (ACTING MUNICIPAL MANAGER)**

PURPOSE OF THE REPORT

To submit a report to Council on the quarterly execution of Council resolutions.

BACKGROUND

Feedback is given to Council about the progress with all decisions taken by Council over the period October to December 2022. See the attached annexures in this regard.

Recommendation / Aanbeveling

That the contents of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 08 February 2023 (pg. 34 – 38)

This item served before the Corporate Services Portfolio Committee on 08 February 2023
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 08 Februarie 2023
Recommendation / Aanbeveling

That the contents of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

This item served before the Executive Mayoral Committee on 22 February 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023
Aanbeveling / Recommendation

That the contents of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

EVENTS CALENDAR FOR 2023 (12/2/3/3) DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT**Purpose of the Report**

To submit a report to Council regarding the proposed events for 2023

Background

Events taking place in the Langeberg Municipal area have far reaching effects on the local economies of the towns. Most events include cycling, both mountain bike, gravel and road, music, running, markets, and arts / culture.

In most cases an Event Application must be submitted, but there are certain events which are not defined as an event in terms of the Langeberg Municipality: Event By-law, and in these cases no event application is needed.

Comments

Herewith the proposed events for 2023. It should be noted that this list is not restricted to the below mentioned events as many other event applications are received on an ad hoc basis during the year.

EVENTS CALENDAR FOR 2023

McGregor				
No	Name of event	Organizer	Venue for the Event	Date of Event
<u>1</u>	Easter Market	McGregor Tourism and NG Church, Saturday Market	NG Church Hall and grounds	Still to be confirmed in April
<u>2</u>	Local is Lekker Easter Market	McGregor Tourism and NG Church, Saturday Market	NG Church Hall and grounds	Still to be confirmed in June
<u>3</u>	Ride & Run2Nowhere	Scuttle Events	Church Street and outlying roads and tracks	8 to 10 September 2023
<u>4</u>	Poetry Festival	Billy Kennedy	Various venues in McGregor	Still to be confirmed
<u>5</u>	Celebrating the Arts	McGregor Tourism	Various venues in McGregor	Still to be confirmed in September
<u>6</u>	Christmas Market	McGregor Tourism	TBC	TBC
Montagu / Ashton				
No	Name of Event	Organizer	Venue for the Event	Date of Event
<u>1</u>	Route 62 Rally	Avalon Springs Hotel sean@young.capetown.co.za	Avalon Springs Hotel	9 to 12 February 20-23
<u>2</u>	MATA Fund raising Ball/dinner	MATA Mareletta Munday		17 February 2023
<u>3</u>	Change Agents Flakkie Cricket Chairpersons Cup	Change Agents SA		18 March 2023
<u>4</u>	Montagu Art Deco Festival	MATA	Montagu various venues	30 March 2023 to 2 April 2023
<u>5</u>	Eroica SA	Stan Engelbrecht	De Bos	21 to 23 April 2023
<u>6</u>	R62 Birding Event	MATA and Montagu Birdwatchers	Birding spots along the R62	12 to 14 May 2023

<u>7</u>	Montagu Mountain Mania	Ilse Esterhuysen	De Bos	27 May 2023
<u>8</u>	International day against substance abuse and illicit drug trafficking	Change Agents SA		26 June 2023
<u>9</u>	Health and Wellness Fair	MATA	Various venues in Montagu	5 to 10 July 2023
<u>10</u>	MMADD Montagu Youth Arts Festival	MATA	NG Church Hall and KVV Gallery	2 to 12 August 2023
<u>11</u>	Montagu Book Festival	MATA	KVV Gallery	24 to 27 August 2023
<u>12</u>	Local is Lekker Tourism Indaba	MATA	KVV Gallery	1 to 7 September 2023
<u>13</u>	MATA Golf Day	MATA and Montagu Golf Club	Montagu Golf Club	2 September 2023
<u>14</u>	Montagu Herb Festival	Montagu Museum and MATA	Montagu Museum and Businesses	22 to 25 September 2023
<u>15</u>	Montagu Rose Show	Montagu Trust	KVV Gallery	19 to 21 October 2023
<u>16</u>	Climb4Hope	tony@samountain.co.za	De Bos	?
<u>17</u>	Klein Karoo Gravel Corridor Challenge	Mitzi, Makadas Adventures	Leeuwenboschfontein	19 November 2023
	Robertson / Bonnievale			
No	Name of Event	Organizer	Venue for the Event	Date of Event
<u>1</u>	Taste of Robertson Wine Event	Robertson Tourism Association	Skurwekop Camp Site	27 to 28 May 2023
<u>2</u>	Robertson Black Tie Gala Event	Robertson Tourism Association	Du Von	Jul / August 2023 still to be confirmed
<u>3</u>	Robertson Win-a-Wedding	Robertson Tourism Association	Du Von	Jul / August 2023 still to be confirmed
<u>4</u>	Sunday Soiree	Robertson Tourism Association	Voortrekker Road, Robertson	September 2023 still to be confirmed
<u>5</u>	Heritage Festival	Robertson Tourism Association	Still to be confirmed	Still to be confirmed
	Other Events			
No	Name of Event	Organizer	Venue for the Event	Date of the Event
<u>1</u>	Robertson Sky Race	Ultra -trail Cape Town	Dassieshoek, Robertson	August 2023
<u>2</u>	Western Province Breede River Canoe Marathon	Milnerton Canoe Club	Breede River depending on water levels	September 2023
<u>3</u>	JAVA MTB	Van Loveren Family Vineyards	MTB Tracks in and around Van Loveren	October 2023
<u>4</u>	Cape Classic 380	Tony Pushman	Roads within Langeberg	October 2023
<u>5</u>	The Hills Challenge	Montagu Junior School	Doringlaagte Camp Site	October 2022

<u>6</u>	The Double Century	Cape Town Cycle Tour Trust	Roads between Swellendam and Langeberg Municipality	November 2023
----------	--------------------	----------------------------	---	---------------

Recommendation

That Council support and note the Event Calendar for 2023

This item served before the Strategy & Social Development Portfolio Committee on 08 February 2023.
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 08 Februarie 2023.
Aanbeveling / Recommendation

That Council support and note the Event Calendar for 2023

This item served before the Executive Mayoral Committee on 22 February 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023
Aanbeveling / Recommendation

That Council support and note the Event Calendar for 2023

HALF YEARLY PRESENTATIONS BY THE LOCAL TOURISM ASSOCIATIONS (12/2/3/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)

Purpose of the Report

To submit a report to Council regarding the half yearly presentations by the Local Tourism Associations.

Background

1. The following funding has been made available for the 2022 / 2023 financial year:

McGregor Local Tourism Association	R174 000.00
Montagu Local Tourism Association	R284 000.00
Robertson Local Tourism Association	R284 000.00

2. The first tranche payment was done, and the LTA's were required to do a presentation to Council based on the conditions stipulated in the Service Level Agreement
3. The second tranche payment will only be done after presentations to the Portfolio Committee have been concluded

The Key Performance Indicators (KPI's) applicable to the Local Tourism Offices, approved by Council as per Item 4, of Council Resolution A4140, dated 27 July 2021

Key performance indicator (KPI definition)	Required Information
Report monthly by the 10 th day of each month to the Municipality with the prescribed template provided	Proof of monthly report submitted to the Municipality
Present biannually to the Strategy and Social Development Portfolio Committee on the expenditure of funds and compliance of the agreement	Bi-annual presentation presented to the Strategy and Social Development Portfolio Committee
Include accurate, verifiable, visitor figures to the LTA office, in the Monthly Report	Monthly report with visitors figures to the LTA office
Include accurate and verifiable membership figures of the LTA, in the Monthly Report	Monthly report with membership figures of the LTA
Include accurate, verifiable, visitor figures to the LTA office area, in the Monthly Report	Monthly report with visitors figures to the LTA office area
Include accurate, verifiable, visitor figures to three tourist attractions, in the Monthly Report	Monthly report with visitor figures to three tourism attractions
Submit audited Financial Statements of the Local Tourism Associating to the Municipality by the 30 September	Proof of submitting audited Financial Statements
Include Municipal/logo on all brochures, information leaflets, maps, and other marketing material	Branded brochures, information leaflets, maps and other marketing material
Submit an accurate events calendar with LTAs November Monthly Report.	Proof of submitting November LTAs monthly report
Submit an accurate and verifiable list of initiatives developing, promoting and encouraging tourism in the previously disadvantaged Communities, in the monthly reports	Verified list of initiatives developing, promoting and encouraging tourism in the previously disadvantaged Communities

Include a list of LTA committee members in the monthly report.

Monthly report with list of LTA committee members

KPI	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	March 23	April 23	May 23	June 23
Report monthly by the 10 th day of each month to the Municipality with the prescribed template provided												
McGregor	10th	10th	10th	10th	10th	10th						
Montagu	10th	10th	10th	10th	10th	10th						
Robertson	10th	10th	10th	10th	10th	10th						
Include accurate, verifiable, visitor figures to the LTA office, in the Monthly Report												
McGregor	122	72	97	73	105	419						
Montagu	1129	1128	1224	1239	1348	1970						
Robertson	442	429	487	429	477	313						
Total	1693	1629	1808	1741	1930	2702						
Include accurate and verifiable membership figures of the LTA, in the Monthly Report												
McGregor	74	74	74	61	61	61						
Montagu	222	223	223	223	224	225						
Robertson	198	202	205	205	206	206						
Total	494	499	502	489	491	492						
Include accurate, verifiable, visitor figures to the LTA office area, in the Monthly Report												
McGregor	987	811	1350	1014	1593	3124						
Montagu	23658	22294	22661	24301	24900	42921						
Robertson	8544	8511	8205	12362	13445	16642						
Total	33189	31616	32216	37677	39938	62687						
Include accurate, verifiable, visitor figures to three tourist attractions, in the Monthly Report												
McGregor												

Wahnfried Cinema	182	196	245	251	302	325						
Eseltjesrus Donkey Sanctuary	911	478	189	192	215	428						
Lords Winery	512	478	427	516	564	237						
Montagu												
Protea Tractor Trip	485	216	216	712	494	1095						
Flying Feet	131	116	48	101	51	262						
Day visitors to Montagu Guano Caves	132	96	96	157	264	1120						
Robertson												
Viljoensdrift River Cruise	822	1138	1224	1877	1547	3717						
Birds Paradise	839	576	437	849	429	1277						
Nerina Guest Farm	4	0	16	16	47	177						
Submit audited Financial Statements of the Local Tourism Associating to the Municipality by the 30 September												
McGregor				Yes								
Montagu			Yes									
Robertson				yes								
Include Municipal/logo on all brochures, information leaflets, maps, and other marketing material												
McGregor			Flier: Celebrating the Arts		Website and new Tourism Map							
Montagu					Brand ed broch ures, leaflet and maps							
Robertson			Town map	Blue Train flyer								
Submit an accurate events calendar with LTAs November Monthly Report.												
McGregor					Yes							
Montagu					Yes							
Robertson					Yes							

The presentation to the Strategy and Social Development Portfolio Committee will concentrate on the following KPI's:

1. Submit an accurate and verifiable list of initiatives developing, promoting and encouraging tourism in the previously disadvantaged communities
2. Include a list of LTA Committee members

This item served before an Ordinary Meeting of Council on 31 August 2022

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 31 Augustus 2022

Eenparig Besluit / Unanimously Resolved

1. That the Strategy and Social Development Portfolio Committee make a recommendation to Council regarding the payment of the first tranche, to the amount of 50% of the annual allocation, to the Local Tourism Associations, for the 2022/2023 financial year.

2. These amounts are as follows:

McGregor Local Tourism Association	R87 000.00
Montagu Local Tourism Association	R142 000.00
Robertson Local Tourism Association	R142 000.00

Recommendations

That the Strategy and Social Development Portfolio Committee support and make a recommendation to Council regarding the payment of the second and final tranche, to the Local Tourism Associations, for the 2022/2023 financial year.

These amounts are as follows:

McGregor Local Tourism Association	R87 000.00
Montagu Local Tourism Association	R142 000.00

This item served before the Strategy & Social Development Portfolio Committee on 08 February 2023.

Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 08 Februarie 2023.

Aanbeveling / Recommendation

1. That the Strategy and Social Development Portfolio Committee support and make a recommendation to Council regarding the payment of the second and final tranche, to the Local Tourism Associations, for the 2022/2023 financial year.

These amounts are as follows:

McGregor Local Tourism Association	R87 000.00
Montagu Local Tourism Association	R142 000.00

2. That the Robertson Local Tourism Association receive payment of the second tranche, on the conditions that the money that was lost be fully recovered and that the failsafe in place be approved by the Director: Financial Services and the Internal Audit.

This item served before the Executive Mayoral Committee on 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 22 Februarie 2023

Aanbeveling / Recommendation

1. That the Strategy and Social Development Portfolio Committee support and make a recommendation to Council regarding the payment of the second and final tranche, to the Local Tourism Associations, for the 2022/2023 financial year.

These amounts are as follows:

McGregor Local Tourism Association	R87 000.00
Montagu Local Tourism Association	R142 000.00

2. That the Robertson Local Tourism Association receive payment of the second tranche, on the conditions that the money that was lost be fully recovered and that the failsafe in place be approved by the Director: Financial Services and the Internal Audit.

QUARTERLY REPORT FOR LOCAL ECONOMIC DEVELOPMENT FOR THE PERIOD OCTOBER TO DECEMBER 2022 (9/2/1/9), DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT

Purpose of Report:

To submit a quarterly progress report on the LED Department, to Council, for the period October to December 2022

Background

This report seeks to provide information on the progress of the LED Department during the reporting period.

1. ENTERPRISE DEVELOPMENT PROGRAMME:

1.1 Co-Operatives and Small Businesses

Small Business Development – Ms. O Liemens

- The LED Department is still busy with needs analysis and challenges experienced by targeted SMME's which the Municipality has assisted in the past through nonfinancial support, and in getting financial support through SEED FUNDING and government funding (TREP & IMEDP Funding).
- The **SEED FUND Programme** is done in collaboration with Cape Winelands District Municipality.
- The Department and SEDA assisted 20 Small businesses in Bonnievale on 19th October 2022 with the completion of SEED Fund applications for the Cape Winelands District Municipality.
- The 20 businesses were also assisted with funding application with IMEDP Incentive Scheme (Informal and Micro Enterprise Development Programme)
- We assisted 15 Small Businesses in Montagu with SEED FUNDING applications as well as with the IMEDP Incentive scheme funding.
- The IMEDP Incentive scheme falls under the Department: Small Business Development.
- The IMEDP is a 100% grant, providing qualifying entrepreneurs with basic business management training followed by a grant for the acquisition of basic equipment and tools.
- The following sectors can apply for equipment:
 - Catering
 - Sewing
 - Office support
 - Beauty Salons
 - Construction
 - Airtime and Electricity Vending machines, Cash registers
- Assisted 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 and SARS Tax clearance.
- Department assisted clients in all towns in collaboration with SEDA in filling out the SEED Funding applications for the financial year 2023/2024, and checked that the correct documents were attached.
- The Business Forums from all towns will shortly have a meeting to establish a Langeberg Business Forum with representatives from each forum.
- The **SEED FUND Programme** is done in collaboration with Cape Winelands District Municipality.
 - ✓ The two successful SEED FUNDING applicants for the 2022/2023 financial year, signed the Service Level Agreements, with the CWDM, on the 10 November 2022 at the district offices in Robertson. They will receive the equipment in July 2023.
 - ✓ Received Langeberg funding applications from CWDM on the 18 November 2022 for financial year 2023/2024.
 - ✓ The SEED FUND evaluation teams meeting with CWDM took place 07 December 2022.
 - ✓ Langeberg received 31 funding applications.

- ✓ Only 13 businesses adhered to the criteria and were identified for site visits by CWDM and Langeberg Municipality.
- ✓ The SEED FUNDING site visits took place on 14 & 15 December 2022.
- ✓ The final selection of applicants will be done by the Cape Winelands District Council.
- ✓ The successful applicants will be notified during June 2023.
- Updated the Contractors database, to be send to SEDA for the contractors' programme
- IMEDP funding forms is being distributed to the small businesses in all the towns and assist in filling out applications. The department send all applications to SEDA for submission.

Dates for SEDA Engagements were changed as follow:

- Montagu 13 October 2022 to 26 October 2022
- Bonnievale 12 October 2022 to 19 October 2022
- McGregor 13 October 2022 to 18 October 2022
- Robertson 05 October 2022 cancelled due to Business Advisor being sick
- Nkqubela 05 October 2022 cancelled due to matric exams
- 09 November 2022 Ashton Town Hall & Zolani (no SMME's attended for engagement)
- 17 November 2022 McGregor Community Hall (no SMME's attended. Business Advisor contacted the SMME' s beforehand)
- 23 November 2022 Business Advisor on sick leave
- 07 December 2022 Ashton Town Hall & Zolani Community Hall (no SMME; s attended engagement)
- 07 December 2022 Robertson Community Hall (Civic – no SMME's attended)
- 08 December 2022 McGregor Community Hall (cancelled most people work in factories season time)
- Montagu 09 November 2022 to 16 November 2022
- McGregor 10 November 2022 to 17 November 2022
- Robertson 10 November 2022 to 23 November 2022
- Nkqubela 07 December 2022 to 08 December 2022

SUCCESS STORIES

Eunice Ncube (Bakers Lane Bakery) - Ashton

Mrs. Ncube started Bakers Lane in Ashton in June 2015. The Bakery employed 12 people on a permanent basis. Eunice did a lot of business training courses over the years with SEDA in collaboration with Langeberg Municipality. The department also assisted Eunice in applying for SEED FUNDING (Cape Winelands District Municipality) Through SEDA she also qualified for the IMEDP funding and received bakery equipment.

During 2019 the bakery made R18 000 over a weekend, per day the turnover was R12 000. Then due to Covid lockdown and Langeberg & Ashton Foods not doing well she had to cut down on the staff. Eunice had to use her savings to pay the employees and keep the business running. In 2021 she started afresh, and business picked up and has now 6 permanent employees.

Ms. Ncube started renting the Nkqubela Bakery from Langeberg Municipality from 1 May 2018 for a period of 3 years until 30 April 2021. She trained some of the Nkqubela youth and employed 1 permanent and 1 part time employee. She also upgraded the Nkqubela Bakery Building during the period this period. The building used to be an Old Age Home and not conducive to be a Bakery. Currently she's still selling bread in Nkqubela. She also helps unemployed youth by giving them bread to sell and they must pay back 10%. She also sponsors a choir in Zolani. Some of the challenges she faces is the need of a generator during loadshedding, cashflow and the baking equipment needs to be serviced. She also had a break in recently and lost some of her equipment. The department assisted her in applying for the IMEDP funding for new equipment.

Madré Smith (Montagu)

This client started experimenting with Olive Oil products. Her mother suffered from arthritis. She made a product with the olive oil and experimented on her mother. The product worked and she started selling to the public. The

product sold so well that she can now barely keep up with the demand. The department in collaboration with SEDA assisted with training, business support and applying for funding.

SEDA put her on the Supplier Development Programme. Mrs. Smith needs R1000.00 to R5000.00 short term for buying Olive Oil and ingredients for the product. SEDA also contacted Clicks and Dischem to buy in the product. SEDA also approached the local Olive Farmer in Montagu for a possible investment that can benefit them as well.

Geraldine Davids – Sistas Homebaked & Take aways (McGregor)

Ms. Davids started her business in 2015 and formalized the business in 2016 with assistance from Langeberg Municipality. She undertook business training on an ongoing basis with SEDA through the years, and Langeberg Municipality assisted her in applying for funding for equipment which she needed.

She had a business premises on the corner of Voortrekker & Kantoor Street, McGregor, in the Old McGregor Hotel. During 2018/ 2019 financial year, Langeberg assisted her in applying for the SEED FUNDING with the CWDM. She received equipment worth R25 000 (deep fridge, coffee machine, press toaster, 4 tables, 14 chairs, and smaller items). Ms. Davids employed 2 permanent and 2 part time workers. Her market was tourists, community, and housewives. She had a monthly turnover of R 16 000.00. During Covid she had to move her business to her home. She also had to let her employees go. Turnover per month dropped to R2 000.0.

Ms. Davids recently moved back to a shop in Kantoor Street and the business is doing well. She is also selling fish and chips besides the baked goods and other takeaways. Her turnover is back to R16 000.00 and she is positive it will increase. She has now appointed one permanent and 1 part time employee. Ms. Davids is also a member of the tourism office and as a SMME she pays a reduced membership fee. The challenge she faces is that she needs funding for stock. Langeberg in collaboration with SEDA will assist in applying for the IMEDP fund that can supply stock to her.

Christiaan Du Toit – C & L Du Toit Vervoer (Ashton)

Mr. du Toit together with his two children started his trucking business in 2006. He formalized the business in 2007 with the assistance of Langeberg Municipality. The children did the administrative side of the business and Mr. du Toit did the day to day running of the business. They constantly did business training through the years through Langeberg with SEDA e.g., Business Management training, Marketing, Costing and Pricing, doing tenders, and financial training.

The business has had a year-to-year contract with Langeberg & Ashton Foods since 2014. Currently they have five code 14 trucks and recently acquired two new trailers. They transport products between the east and west factories of Langeberg & Ashton Foods in Ashton. They also transport products to Cape Town Port.

The turnover per year is plus minus one million. The insurance comes to about R15 300.00. Season time there is more products to transport. They have seven permanent employees, and season time they employ two extra workers, and 1 extra driver. Diesel and the maintenance of the trucks is the biggest expense. Their biggest challenge is to find a business plot for storage, office space and garage space to service the trucks.

Sina Conradie – Conradie Cleaning Services (Bonnievale)

Mrs. Conradie established her cleaning services in 2005 with the assistance of the Langeberg Municipality. She did various business trainings over the years. She also completed the business management training that was held this year in Bonnievale by SEDA. She applied for several funding opportunities in the past to boost her business. Her biggest clients are H&I, Amandla & Parmalat in Bonnievale.

Mrs. Conradie hasn't been getting any contracts for the last 6 months but has applied to other shops in Bonnievale and is still waiting on feedback. For the last financial year, she employed 7 at Amandla and 5 employees at H & I. She applied for funding at Parmalat that was unsuccessful. The LED department assisted her with application for

the Informal and Micro Enterprise Development Programme through SEDA for equipment. Her main challenges now are new equipment.

Contractor Development Programme – O. Liemens

- SEDA is busy developing the 51 Contractor businesses that attended the Information Expo.
- The department compiled a list of all CIDB levels and gave through to SEDA.
- SEDA will hand over the CIDB list of compliant Contractors to the contact persons at the Windfarm in Bredasdorp, and Bontebok National Park for possible job opportunities.
- The Startup contractors were put on a mentoring programme to get compliant and get training on various business practices.

SEDA ENGAGEMENTS & TRAININGS

The following SEDA engagements already took place:

DATE	TOWN & VENUE	SMME'S	ENGAGEMENT - Systematic Need based Approach
18 October 17 November	McGregor	03	New Procurement – identify clients for TREP funding Compliance assistance Mentorship & Coaching
19 October 02 November 07 December	Happy Valley Side Hall (Ashley Abrahams – SEDA Swellendam Business Advisor)	35	One on one consultations Ongoing business assessment GAP Assessments Interventions Compliance assistance Strategy Development Mentorship & Coaching
26 October 16 November 01 December	Wilhelm Thys Community Hall (Ashley Abrahams– SEDA Swellendam Business Advisor)	24	One on one consultations Ongoing business assessment New procurement – application for SEED FUND & IMEDP Funding GAP Assessments Compliance assistance Strategy Development Mentorship & Coaching
26 October 07 December	Ashton Town Hall (Andile Dikane – SEDA Swellendam Business Advisor)	09	Compliance assistance Strategy Development Mentorship & Coaching New procurement
26 October 07 December	Ashton Zolani Hall (Andile Dikane – SEDA Swellendam Business Advisor)	01	Compliance assistance Strategy Development Mentorship & Coaching New procurement
10 November 08 December	Nkqubela Library (Andile Dikane – SEDA Swellendam Business Advisor)	17	One on one consultations Ongoing business assessment New procurement: <ul style="list-style-type: none"> • SEED FUND • IMEDP • TREP funding GAP Assessments Interventions Compliance assistance Mentorship & Coaching

MEETINGS

- 05 October 2022 – Expenditure, Project management with DEDAT (Department Economic Development And Tourism) – upgrading of Trading areas. Site visits to Montagu & Bonnievale Trading areas
- 13 October 2022 – Development of SMME's meeting with SEDA, SSD Director, Deputy Mayor, LED Manager & LED Clerks.
- 17 October 2022 - Progress Meeting with BEAP construction, UDS, Manager LED & Rural Development & LED official at Montagu Site office on Upgrading of Trading area.
- 20 October 2022 – Inception meeting with Urban Econ Development with regards to the compilation of a LED & Tourism Strategy.
- 21 October 2022 – SSD Meeting with Deputy Mayor, Mr. J Steenkamp
- 27 October 2022 - Christmas event meeting in Montagu Boardroom
- 02 November – Christmas light event meeting, Montagu office
- 08 November - Christmas light event meeting, Montagu office
- 10 November – Meeting on Zolani SMME's with Cllr Ndongeni in Zolani
- 11 November – SSD Staff Meeting
- 14 November – EDSP capacity building CWDM teams meeting
- 15 November – Meeting with Manager LED & Rural Development (5 years project plan)
- 16 November – SSD ADJ Budget Meeting
- 17 November – Project plan Meeting, Boardroom
- 18 November – LED Regional Meeting, Drakenstein Paarl
- 22 November – Meeting with the Informal Traders, Montagu office
- 29 November – Christmas event meeting, Montagu
- 12 December – SSD Staff Meeting with Deputy Mayor, Mr. J Steenkamp
- 12 December – Meeting and Site visit at the Montagu trading area
- 07 December 2022 - SEED FUND evaluation teams meeting with Cape Winelands District Municipality
- 08 December 2022 - Meeting with Urban Econ (development of LED & Tourism Strategy)
- 12 December 2022 – Progress meeting nr 3 with BEAP and UDS (Upgrading of Bonnievale & Montagu Informal Trading areas) at Montagu site office.
- 12 December 2022 – Monthly SSD Staff meeting

SEDA Business Advisors Activities

Swellendam – Ashley Abrahams

Areas Covered for the Quarter: **Robertson, Bonnievale & Montagu**

Interventions

Business Modelling

Assist with the Completion and Submission Funding Applications for Seed Funding and IMEDP (Department of Small Business)

Background

Total business: ± 40 Businesses

Type of Businesses: Startups, Informal Traders and SMME (Employees less than 5)
Operational for 4-8 years

Challenges

- Registration

- Access to funding for Equipment
- Lack of Business management and planning Skills
- Costing and Pricing
- Access to Markets
- Non-Compliance with relevant laws and bylaws

Interventions conducted with SMME's

- Registration of Businesses at CIPC, SARS and relevant departments
- Assistance with Costing, Pricing and Cash Flow Projections
- Assistance with application for Equipment (IMEDP Programme)
- Assistance with Customer Profiling and Marketing Strategy
- Facilitate access to supply chain for construction companies with Windfarm company in Bredasdorp.
- Facilitate training and assistance from NHRBC and Department of Human Settlements (Western Cape) to assist construction companies in the Langeberg areas

Success Stories

Three business were awarded equipment.

Tutoring Business was awarded laptop and printers

Printing Business was awarded printers

Cleaning Business was awarded vacuum cleaners

Construction Business was awarded Painting RFQ at Langeberg Municipality (After attending our How to do business with Government Workshop)

Construction Business were linked to construction companies with Windfarm in Bredasdorp as suppliers and their supplier development program (after attending our Costing and Pricing an RFQ/tender workshops)

Swellendam – Andile Dikeni (Ashton, Zolani & Nkqubela)

- Apologies I am still in training but for the month of November we had two outreaches planned for Zolani and Nkqubela.
- The delegates from Nkqubela made it to the session and 17 attended the session.
- The Zolani clients didn't pitch for the sessions.

Worcester – Cheryl Damons (McGregor)

Background

I saw three clients,

Cameron Lekay

Maniel Danzivil Adams

Curtly-John Lekay

All three wants to start their businesses, I've given them the details and they now just must complete the process online.

One client Valmare Jacobs in the process of finalizing her business registration should be completed by Monday.

New procurement was commenced to identify clients to apply for TREP funding. Approval should be completed also by Monday next week.

If you have already compiled a database of the existing businesses in Robertson/McGregor please send so I can start contacting them.

Challenges

Thank you for the reminder; for McGregor no one pitched even the ones who had appointments. I think we will have to sit in the New Year to re-assess how we are going to proceed with McGregor clients so we can all benefit from being there.

Interventions

1 company registration completed for Valmare Jacobs; documentation still waiting from CIPC for Cameron Lekay business registration to be fully completed.

- McGregor clients not available since most are working in the factories during season times.

INFORMAL TRADERS

<u>Informal Trading Area</u>	<u>Trading Spaces Available</u>	<u>Number of Traders</u>	<u>Permits issued for OCTOBER 2022</u>	<u>Permits issued for NOVEMBER 2022</u>	<u>Permits issued for DECEMBER 2022</u>
Robertson	66	31	24	22	15
Montagu	18	18	13	07	0
McGregor	14	15	0	0	0
Bonnievale	26	8	06	07	04
Nkqubela	11	6	0	02	0

- A list with daily and monthly bookings is submitted daily to Law Enforcement, for follow up, enforcement and feedback.
- SEDA Client registration forms were distributed to the Informal Traders in Robertson, Montagu and Bonnievale and assisted to fill in and register as a SEDA Client to qualify for the TREP funding grant.
- Site visits for complaints and monitoring purposes to Trading areas took place as follows:
 - 14 October - Robertson Hoop Street (monitoring and attend to complaints)
 - 20 & 25 October - Bonnievale Main Road (monitoring, complaints & progress of upgrading)
 - 17 & 28 October - Montagu Mark Street trading areas (complaints, monitoring & progress of upgrading)
 - 04, 09 & 25 November 2022 – Hoop Street, Robertson (monitoring and attend to complaints)
 - 11 November 2022 – Bonnievale Trading area (progress of upgrading project)
 - 25 November 2022 – Montagu Trading area (progress of upgrading project)
 - 21 December - Site visits at Hoop Street, Robertson, Mark Street, Montagu & Hoofweg Bonnievale to distribute notifications of office closure and timely bookings of permits.
- Captured permits issued for Robertson (Informal Trader permit book 5401 – 5600)
- The BEAP Construction contractors started in Bonnievale with preparations and started with upgrading officially 21 October 2022.
- Contract meeting are taking place on a monthly basis. Contactor must provide a monthly progress report and a four-weekly forecast of work to be completed.
- Bonnievale is on schedule while Montagu trading area upgrading is a bit behind schedule.
- Completion date is 1 February 2023.

ARTS AND CULTURE DEVELOPMENT

- Attached is the Quarterly reports and expenditures of the Arts and Culture Service Providers for October 2022 to December 2022.

- The Audit Financial Statements for New Generations Arts Development Studio was approved by the Chief Audit Executive in November 2022.
- The Service Level Agreement between Langeberg Municipality and New Generation Arts Development Studio was signed on 30 November 2022. The funding has been transferred.
- Zolani Youth Choir still have to submit their Audited Financial Statements. Once these have been received and approved by the Chief Audit Executive, the funding will be transferred

CONSULTATIONS

- 43 Consultations were done for the months of October, November and December 2022.

LED ASSISTANCE DURING OCTOBER - DECEMBER 2022

DATE	NAME OF CLIENT	ASSISTANCE PROVIDED	WALK-IN	TELEPHONIC ASSISTANCE	BUSINESS NAME/TYPE
04 October	E. Stalmeester	Establishment of an NGO for Art & Culture Development	✓		NGO
06 October	Mr. Mjandana	Assist with SEED funding application for financial year 2023/24	✓		Wood Furniture & Contractor Business
10 October	Mr. K Schrader	Assist with filling in B-BBEE certificate and information on CSD	✓		Schrader Construction and General Trading
12 October	Marlo Jooste	Information on Agricultural Programmes & Funding. Source for and emailed information to client	✓		Agriculture
12 October	Mr. Danny Jacobs	Contact to inform of SEDA's changed date		✓	Cogmanskloof Business Forum
13 October	Angelique Wicks	Emailed Client information on CSD process& information on SEED FUND application.		✓	Queendom Cleaning Services
13 October	Mr. Winston Cronje	Information on acquiring B-BBEE certificate document. Provide a B -BBEE template & what to fill in.	✓		In process of Registration
17 October	Klara Schrader	Assist with information and guidance on filling in of SEED Fund application documents.	✓		Schrader construction and general trading
17 October	Karliena Conradie	Source for information on applying for Social Development bursary. Referred to Social Development Department	✓		Bursary for studying Social Development
18 October	Ellen Mpokotye	Brief client on information on available funding for soup kitchen, social development programmes. Also referred to Social Development for	✓		Thandenani Service Centre

		assistance with funding for soup kitchen.			
19 October	Valmarè Jacobs	Assisted with filling out registration form for SEDA, and applying for SEED FUND and IMEDP funding	✓		Screen printing business
19 October	SMME's	Inform SMME's of SEDA engagements in McGregor		✓	SEDA engagement with smme's
19 October	Mr. Kimba	Information on trading want to stand in front of PEP Stores	✓		Informal Traders
21 October	Klara Schrader	Went through SEED Fund forms with client	✓		Schrader construction and General trading
24 October	Johannes Hoof	Provide and assisted with filling in of registration form for SEDA. Information on funding	✓		Labour Broker Business
27 October	Jo – Ann Carolus	Provide and assisted with filling in of registration form for SEDA. Information on funding	✓		Labour Broker Business
01 November	Portia Johnson	Information on IMEDP Equipment by SEDA that was approved		✓	PJ's Arts and Crafts
01 November	Klara Schrader	Assist client to update their business information on the Database	✓		Schrader Construction and General trading
02 November	Portia Johnson	Want information on Equipment that was approved by SEDA and new engagements and training for SMME's	✓		PJ's Arts and Crafts
08 November	Business Forums	Contact forums to inform them of the SEDA Engagement and meeting with the forums		✓	Cogmanskloof Forum Ikwezi Business Forum
08 November	Mr. Monwabisi Nteyiya	Assist with information on registration on CSD Database	✓		Construction
10 November	Nkqubela SMME's	Contact businesses to remind them of the SEDA engagement at the Community Hall/Library		✓	SMME's – various sectors
10 November	Msokoli Burwana	Enquire on how to complete the IMEDP funding form and information on renewing the B-BBEE template	✓		Burwana and Sons (Pty) Ltd
11 November	Julius Rum	Applied for IMEDP funding – fill out application form and submit SEDA	✓		Agriculture
14 November	Mr. Tsitsi	Assist with the IMEDP application	✓		Construction

14 November	Jamian Philander	IMEDP funding -fill out form and submit to SEDA	✓		Upholstery
14 November	Sibongile Gabazqna	Assist with application for IMEDP funding and submit to SEDA	✓		Construction
15 November	Julius Rum	Assist with information on SEDA certificates and application for new business registration	✓		Agriculture
16 November	Nelly Moos (Jamsie September)	Apply for IMEDP funding	✓		Upholstery
16 November	Anna Jaftha	IMEDP funding and submit to SEDA	✓		AM Jaftha Contractors
18 November	Mr. Beukman	Information on trading site in Montagu, want to trade opposite the Police Station (not allowed)		✓	Informal Traders
22 November	Robertson SMME's	Contact to remind of SEDA Engagement at the Robertson community Hall		✓	SMME's
23 November	Emile Laido	Information on SLA that has not been signed yet		✓	New Generations Arts Development Studio
28 November	SCJ Bauer	Application to trade in Hoop Street Informal Trader area	✓		Informal Trading
28 November	Naaam Fortuin	Guidance on registration of NGO and sourcing for funding for Arts & Culture NGO	✓		NGO
01 December	Mr. Sipiwe Nyathi	Information on informal trading in Hoop Str, Robertson	✓		Informal Trader
01 December	Charles Jansen & Ilzer Geduld	Information on their businesses		✓	SMME
01 December	Elzane Du Toit	Application for IMEDP funding. Submit to SEDA. Brief on progress of Business.	✓		C.L. du Toit Transport
05 December	Montagu Museum	Information on informal trading permits in Montagu Mark Street		✓	Informal Trader
06 December	Melvyn Tshali	Assist with new company registration for construction	✓		SMME
07 December	Johannes Olyn	Information on SARS Tax Clearance and B-BBEE Certificate	✓		New Company registration
07 December	Minnie George	Information on trading in Robertson Hoop Str	✓		Informal Trader
15 December	Martin Abrahams	Information on the Contractor Development Programme. Supply detail to be put on the programme	✓		Kemoetoe Trading - Construction

Recommendation / Aanbeveling

That Council note the quarterly report for Local Economic Development for the period October to December 2022

NOTE: The annexure was distributed as part of the agenda for the Strategy & Social Development Portfolio Committee meeting of 08 February 2023 (pg. 53 – 70)

This item served before the Strategy & Social Development Portfolio Committee on 08 February 2023.

Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 08 Februarie 2023.

Aanbeveling / Recommendation

That Council note the quarterly report for Local Economic Development for the period October to December 2022

This item served before the Executive Mayoral Committee on 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023

Aanbeveling / Recommendation

That Council note the quarterly report for Local Economic Development for the period October to December 2022.

**QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY:
OCTOBER 2022 TO DECEMBER 2022 (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 second quarter of 2022/2023 financial year (01 October 2022 – 31 December 2022).

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
October 2022 - December 2022	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)
Mr. Z Qhanqisa	Manager: Income Services

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
October 2022 - December 2022	6	55	6

(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. M Johnson	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
October 2022 - December 2022	6	55	6

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 Strategy & Social Development Portfolio Committee on 08 February 2023.
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 08 Februarie 2023.
Aanbeveling / Recommendation

That the report be referred to the Mayoral Committee Meeting.

This item served before the Executive Mayoral Committee on 22 February 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 22 Februarie 2023
Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag

PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD OCTOBER TO DECEMBER 2022 (9/2/1/9) DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT

Purpose of the report:

To submit a report to Council regarding the work opportunities created for the period October to December 2022.

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 October-December 2022.

A total of 98 jobs were created during this reporting period.

CALL CENTRE DEPARTMENT (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Catherine	Leibrandt	F	1991-06-25	1	01/10/2022	31/12/2022
2.	Corne	Wentzel	M	1976-03-28	6	01/10/2022	31/12/2022
3.	Samueleen	Swanepoel	F	1978-12-29	7	01/10/2022	31/12/2022
4.	Christopher	Lekota	M	1995-02-16	4	01/10/2022	31/12/2022
5.	Brandon	Snyman	M	1994-10-19	1	03/10/2022	31/12/2022
6.	Narine	Booyesen	F	1995-02-26	9	18/10/2022	31/12/2022

SUPERVISOR TOILETS ALL TOWNS (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Yolanda	Frazenburg	F	1992-06-08	1	03/10/2022	31/12/2022
2.	Dora	Siljeur	F	1969-08-17	6	03/10/2022	31/12/2022
3.	Thandeka	Jaftha	F	1992-10-14	2	03/10/2022	31/12/2022
4.	Tania	Chabalala	F	1987-08-06	2	03/10/2022	31/12/2022
5.	Olivia	Baadjies	F	1983-02-28	5	03/10/2022	31/12/2022
6.	Elsabe	Onverwag	F	1977-03-09	9	03/10/2022	31/12/2022
7.	Beulah	Strauss	F	1969-08-20	7	03/10/2022	31/12/2022
8.	Cathrina	Paulse	F	1966-02-25	7	03/10/2022	31/12/2022
9.	Cemelia	Flink	F	1987-07-16	4	05/10/2022	10/10/2022
10.	Jolene	Pokwa	F	1995-09-23	4	21/10/2022	31/12/2022

CLEANING OF CEMETERIES AND BEAUTIFICATION OF PARKS (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Sisanda	Mbande	F	1995-03-05	2	03/10/2022	15/12/2022
2.	Abigayl	Nel	F	1992-03-16	3	03/10/2022	15/12/2022
3.	Selwin	Filander	M	1973-09-15	5	03/10/2022	15/12/2022
4.	Nosipho	Maqanda	F	1983-11-11	4	03/10/2022	15/12/2022
5.	Rodine	Lombard	F	2000-11-23	4	03/10/2022	15/12/2022
6.	Angeline	Wallace	F	1992-11-06	3	03/10/2022	15/12/2022
7.	Fabian	Linnen	M	2001-08-24	3	03/10/2022	15/12/2022
8.	Marianna	Witbooi	F	1981-12-27	3	03/10/2022	15/12/2022

9.	Michano	Stofberg	M	2003-09-04	3	03/10/2022	15/12/2022
10.	Tandikaya	Mketi	M	1985-11-26	2	03/10/2022	15/12/2022
11.	Chante	Plaatjies	F	1997-07-27	12	03/10/2022	15/12/2022
12.	Lee-Ann	Abrahams	F	1984-02--27	7	03/10/2022	15/12/2022
13.	Markqued	Staal	M	1976-09-22	7	03/10/2022	15/12/2022
14.	Lithalethu	Nompuku	F	1997-12-12	7	03/10/2022	15/12/2022
15.	Marianna	Witbooi	F	1981-12-27	3	03/10/2022	15/12/2022
16.	Babalwa	Mhlawuli	F	2000-03-16	10	03/10/2022	15/12/2022
17.	Ernest	Standaar	M	1981-11-03	9	03/10/2022	15/12/2022
18.	Jay-Lee	Vollenhoven	F	1994-12-20	9	03/10/2022	15/12/2022
19.	Peter	Jaffha	M	2003-05-18	9	03/10/2022	15/12/2022
20.	Smamkele	Morris	M	2000-10-20	10	03/10/2022	15/12/2022
21.	Charmain	Vollenhoven	F	2001-03-27	4	06/10/2022	15/12/2022
22.	Janaide	Matthys	F	1994-02-23	4	06/10/2022	15/12/2022
23.	Tyron	Esau	M	1991-04-18	4	06/10/2022	15/12/2022
24.	Alison	Mouries	M	1996-02-21	3	10/10/2022	15/12/2022
25.	Anna-Marie	Berdien	F	1994-10-20	6	11/10/2022	15/12/2022
26.	Vumile	Pambuka	M	1978-04-09	10	25/10/2022	15/12/2022

CORPORATE SERVICES (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Janine	Smith	F	1984-12-29	1	04/10/2022	04/10/2022

METER READERS PROJECT (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Evayne	Jacobs	M	1975-03-31	1	24/10/2022	31/12/2022

SWIMMING POOL CARE TAKERS (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Willem	Manual	M	1995-06-30	6	03/10/2022	31/12/2022
2.	Lindikaya	Skweza	M	1992-03-03	2	03/10/2022	31/12/2022
3.	Ntsikelelo	Bacela	M	1983-06-10	2	03/10/2022	31/12/2022

SECURITY AT THE NKQUBELA HOUSING (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Sicelo	Phindani	M	1972-07-07	2	11/10/2022	31/10/2022

CLEANING PROJECT ALL TOWNS (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Wilmarie	Mouries	F	2000-12-20	1	10/10/2022	30/11/2022

SECURITY AT THE TRAFFIC DEPARTMENT (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Andile	Mafeje	M	1976-09-29	2	14/10/2022	31/12/2022
2.	Lucas	Mlonyeni	M	1977-08-07	2	14/10/2022	31/12/2022
3.	Christian	Beukes	M	1997-04-14	9	14/10/2022	31/12/2022
4.	Daniel	Lottering	M	1964-10-21	7	20/10/2022	31/12/2022
5.	Abel	Mbaliswana	M	1990-05-20	2	20/10/2022	31/12/2022

FINANCE DEPARTMENT (LINE DEPARTMENT)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Harold	Rensburg	M	1989-07-21	4	07/11/2022	31/01/2023

CLEANING OF MUSEUM (EPWP)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Christiaan	Solomon	M	1980-03-08	6	01/11/2022	30/06/2023

CARE TAKERS AT THE DIFFERENT SPORTFIELDS (LINE DEPARTMENT)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Marius	Swanepoel	M	1989-04-23	12	21/11/2022	31/01/2023
2.	Teshwin	Opperman	M	1990-08-29	7	21/11/2022	31/01/2023
3.	Oscar	Gravel	M	1986-04-15	9	21/11/2022	31/01/2023
4.	Thamsanqa	Loliwe	M	1985-07-20	10	21/11/2022	31/01/2023
5.	Hesron	Pieterse	M	1995-09-22	12	21/11/2022	31/01/2023
6.	Jeremy	Hanson	M	1981-05-09	7	21/11/2022	31/01/2023
7.	Matheus	Maans	M	1981-09-20	5	21/11/2022	31/01/2023
8.	Henrico	Noble	M	1988-08-19	4	21/11/2022	31/01/2023
9.	Eltristen	Steyn	M	2004-02-23	9	21/11/2022	31/01/2023
10.	Bradley	Steyn	M	1992-09-27	9	21/11/2022	31/01/2023
11.	Ricardo	Filander	M	1989-09-01	4	21/11/2022	31/01/2023
12.	Hendrik	Vioght	M	1983-06-08	4	21/11/2022	31/01/2023
13.	Dominic	Booyesen	M	1995-12-28	7	21/11/2022	31/01/2023
14.	Darrin	Arendse	M	1985-10-14	9	21/11/2022	31/01/2023
15.	Jan	Mouries	M	1963-11-19	9	21/11/2022	31/01/2023
16.	Nigel	Mathysen	M	1988-08-16	3	21/11/2022	31/01/2023
17.	Robert	Human	M	1987-09-14	1	21/11/2022	31/01/2023
18.	Jacquin	Eyssen	M	1988-07-04	1	21/11/2022	31/01/2023
19.	Grant	Kasper	M	1977-11-24	3	21/11/2022	31/01/2023
20.	Jakob	Stofberg	M	1973-12-17	3	21/11/2022	31/01/2023
21.	William	Pietersen	M	1970-08-30	3	21/11/2022	31/01/2023
22.	Giovanni	Harris	M	2002-12-05	3	21/11/2022	31/01/2023
23.	Lizwilenkosi	Ngodwana	M	1990-04-13	2	21/11/2022	31/01/2023
24.	Velenzima	Gushumpu	M	1966-07-30	2	21/11/2022	31/01/2023
25.	Thobani	Mvumvu	M	1974-01-01	2	21/11/2022	31/01/2023
26.	Andrew	September	M	1984-09-13	2	21/11/2022	31/01/2023
27.	Mabhuti	Williams	M	1976-05-04	2	21/11/2022	31/01/2023
28.	Matthew	Lekay	M	1983-03-29	5	21/11/2022	31/01/2023
29.	Johnison	Tobias	M	1970-02-14	6	21/11/2022	31/01/2023
30.	David	Malgas	M	1979-01-09	7	21/11/2022	31/01/2023
31.	Anathi	Godloza	M	1987-03-16	10	21/11/2022	31/01/2023
32.	Sebenzile	Boklani	M	1961-02-09	10	21/11/2022	31/01/2023
33.	Ntobeko	Quwe	M	1977-02-05	10	21/11/2022	31/01/2023
34.	Lusapho	Godloza	M	1975-09-13	10	21/11/2022	31/01/2023

CALL CENTRE DEPARTMENT (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Lynette	Lucas	M	1990-08-17	1	05/12/2022	28/02/2023
2.	Nicalle	Micheals	M	2002-05-07	9	05/12/2022	28/02/2023

3.	Samantha	Van Der Merwe	F	1982-07-17	12	05/12/2022	28/02/2023
----	----------	---------------	---	------------	----	------------	------------

CORPORATE SERVICES (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Edilia	Las	F	1995-09-16	12	01/12/2022	30/06/2023

ADMINISTRATION OFFICER INTERN

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Georgina	Strydom	F	1980-05-19	12	01/12/2022	30/06/2023

ENGINEERING DATA CAPTURERS (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Cheslyn	Jansen	F	1992-10-30	3	16/12/2022	30/06/2023
2.	Shannon	Jansen	F	2000-0920	3	16/12/2022	30/06/2023
3.	Marq	Windvogel	M	1996-03-14	1	16/12/2022	30/06/2023

GRAND TOTAL: 98 BENEFICIARIES

Recommendation/ Aanbeveling

That Council notes the contents of the Progress Report on Job Opportunities for the period October to December 2022.

This item served before the Strategy & Social Development Portfolio Committee on 08 February 2023.
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 08 Februarie 2023.
Aanbeveling / Recommendation

That Council notes the contents of the Progress Report on Job Opportunities for the period October to December 2022.

This item served before the Executive Mayoral Committee on 22 February 2023
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023
Aanbeveling / Recommendation

That Council notes the contents of the Progress Report on Job Opportunities for the period October to December 2022.

COUNCIL APPROVAL: REVIEW HOUSING AND SELECTION POLICY (17/5/4/4) (DIRECTOR COMMUNITY SERVICES)

Purpose of report

Council to consider draft housing administration policy to replace approved housing selection policy of June 2015

Background

The current Housing Selection Policy has been approved by the Langeberg Municipal Council in June 2015 (See Attached).

In 2020 the National department of human settlements issued a national directive to all municipalities – circular No C 2 OF 2021 – selection for top structure and reprioritisation of business plans for implementation effective 1 April 2021.

Comments

The current policy has been used as base for the new draft as it is inline with the provincial guide and framework for the drafting of a selection policy. In addition to the policy the department has added the following section to address our currently reality.

1. Emergency assistance
2. Informal Settlements
3. Municipal Public Rental Stock

Additionally, a copy of the draft has been forwarded to the department of human settlements to review, but their framework policy for selection and beneficiary selection is currently under review. Consequently, assistance can only be given to municipalities once the above process has been concluded. Therefore, council should make allowance for possible variations to the current draft.

Draft housing and selection policy were discussed at the workshop held on 8 June 2022 Robertson council chambers. At the presentation the emergency assistance section was of concern as it may result in que jumping.x

Further Comments

APPLICATION FOR COUNCIL TO APPROVE REVIEWED DRAFT HOUSING SELECTION POLICY (17/5/B) (HOUSING MANAGER)

This item served before an Ordinary Meeting of Council on 31 May 2022
Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 31 Mei 2022
Eenparig Besluit / Unanimously Resolved

That the Community Services Portfolio Committee takes cognisance of the draft housing selection policy in order to arrange a suitable date and time for a workshop with all ward and interested PR councillors.

Relevant documentation is attached to this report

- Langeberg Housing Selection Policy June 2015
- Circular No C2 of 2021
- Draft Housing Selection Policy 2022

Recommendation / Aanbeveling

Council to approve the reviewed housing and selection policy to guide implementation of housing administration of beneficiaries.

NOTE: The annexure was distributed as part of the agenda for the Community Services Portfolio Committee meeting of 08 February 2023 (pg. 10 – 36)

This item served before a Community Services Portfolio Committee on 08 February 2023

Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 08 Februarie 2023

Aanbeveling / Recommendation

Council to approve the reviewed housing and selection policy to guide implementation of housing administration of beneficiaries.

This item served before the Executive Mayoral Committee on 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023

Aanbeveling / Recommendation

Council to approve the reviewed housing and selection policy to guide implementation of housing administration of beneficiaries.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – NOVEMBER 2022 : 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 November 2022 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 08 February 2023 (pg. 51 – 53)

**This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 - NOVEMBER 2022 : 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 November 2022 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 08 February 2023 (pg. 55)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 – NOVEMBER 2022 : DIRECTORATE
ENGINEERING 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 as a note to the annual financial statements.*

The Report on Deviations for November 2022 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 08 February 2023 (pg. 60 – 64)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 – NOVEMBER 2022 : DIRECTORATE FINANCIAL 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 as a note to the annual financial statements.*

The Report on Deviations for November 2022 was attached to this report.

Aanbeveling / Recommendation

That the contents of the report of deviations from the procurement processes be 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 08 February 2023 (pg. 66 – 67)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 – DECEMBER 2022 : 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 December 2022 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 08 February 2023 (pg. 69)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 - DECEMBER 2022 : 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 December 2022 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 08 February 2023 (pg. 71)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 – DECEMBER 2022 : DIRECTORATE
ENGINEERING 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 as a note to the annual financial statements.*

The Report on Deviations for December 2022 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 08 February 2023 (pg. 75 – 77)

This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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 – DECEMBER 2022 : DIRECTORATE
FINANCIAL 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 as a note to the annual financial statements.*

The Report on Deviations for December 2022 was attached to this report.

Aanbeveling / Recommendation

That the contents of the report of deviations from the procurement processes be 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 08 February 2023 (pg. 79)

**This item served before the Municipal Public Accounts Committee (MPAC) on 08 February 2023
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 08 Februarie 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.

FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – JANUARY 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 agenda for the Finance Portfolio Committee meeting of 17 February 2023 (pg. 08 – 46)

This item served before the Finance Portfolio Committee on 17 February 2023

Hierdie item het gedien voor die Finansies Portefeulje Komitee op 17 Februarie 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 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023

Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

A4496

DECLARED ELECTED AS COUNCILLOR – LJ PRINCE (3/1/1/8/1) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit to Council for information notification received from the IEC that LJ Prince has been declared elected as Councillor.

Background

Following the resignation as Councillor by Dr G Joubert and the vacancy that was declared, has LJ Prince been declared elected as a councillor of Langeberg Municipality in the place of Cllr G Joubert.

Recommendation

That the declaration of LJ Prince as a councillor of Langeberg Municipality be noted.

This item served before the Executive Mayoral Committee on 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 22 Februarie 2023

Aanbeveling / Recommendation

That the declaration of LJ Prince as a councillor of Langeberg Municipality be noted.

APPOINTMENT / DELEGATION OF A REPRESENTATIVE TO SERVE ON INTERNAL COMMITTEES AND EXTERNAL BODIES (3/1/2 + 3/1/4) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit to Council for consideration a report on the appointment of a representative to serve on internal committees and external bodies.

Background

Following the resignation as a councillor by Dr G Joubert, council need to consider appointing a councillor on the internal committees and external bodies. Cllr LJ Prince has now been declared the elected councillor replacing Dr Joubert.

A. 1. Appeals Committee:

This committee comprising of councillors has to consider appeals in terms of Act 62 of the LG Systems Act. This relates to decisions taken by the Executive Mayor, Political Office Bearers or a Councillor.

Cllr (Was Cllr Joubert)
Cllr J Januarie
Cllr Krauwkamp

2. Local Labour Forum

Cllr (Was Cllr Joubert)

3. LLF Subcommittee – Human Resources Development Committee

Cllr (Was Cllr Joubert)

4. Portfolio Committee

Cllr (Was Cllr Joubert)

5. MPAC

Cllr (Was Cllr Joubert)

B. Council representatives: Statutory Public Bodies

1. Robertson Museum Board of Trustees: Cllr
2. Water Users Association – Robertson Sub Council: Cllr
3. Water Users Association – Central Breede River (CBR): Cllr

C. Council representatives: Community Organisations

Langeberg Rural Development Association: Cllr

This item served before the Executive Mayoral Committee on 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023

Aanbeveling / Recommendation

That Cllr GD Joubert be replaced on internal committees or external bodies as follows:

A. 1. Appeals Committee:

This committee comprising of councillors has to consider appeals in terms of Act 62 of the LG Systems Act. This relates to decisions taken by the Executive Mayor, Political Office Bearers or a Councillor.

Cllr LJ Prince (was Cllr Joubert)
Cllr J Januarie
Cllr Krauwkamp

2. Local Labour Forum

Cllr LJ Prince (was Cllr Joubert)

3. LLF Subcommittee – Human Resources Development Committee

Cllr LJ Prince (was Cllr Joubert)

4. Portfolio Committee

Cllr LJ Prince (was Cllr Joubert)

5. MPAC

Cllr LJ Prince (was Cllr Joubert)

B. Council representatives: Statutory Public Bodies

1. Robertson Museum Board of Trustees: Cllr DB Janse
2. Water Users Association – Robertson Sub Council: Cllr JCJ Coetzee
3. Water Users Association – Central Breede River (CBR): Cllr DAT Felix

C. Council representatives: Community Organisations

Langeberg Rural Development Association: Cllr JCJ Coetzee

REPORT TO THE MAYORAL COMMITTEE REGARDING REQUEST FOR THE FREE ENTRY AT THE MONTAGU MOUNTAIN RESERVE FOR A FUN WALK, MONTAGU (NATURE CONSERVATION OFFICER: PARKS AND AMENITIES)

PURPOSE

To submit a report to the mayoral committee regarding a request for the free entry at the Montagu Mountain Reserve for a fun walk.

BACKGROUND

Pre-loop Primary School hereby seek permission for the free use of the Montagu Nature Reserve on the 12th of March 2023 for a fun walk. They will have about 80 participants and will start at 08:30. The walk will start from the Lovers walk entrance and end at the Lapa and return the same route.

There is no payable fee for the use of the Lovers walk as it is free access to the public, also from the Office boom gate to the Lapa there is no applicable fee as the 2 other hiking trails start beyond the Lapa. The school will not be utilizing the Lapa, however they will be using it as their finishing point, therefore the fees for the booking of the Lapa are not applicable.

They have been getting free access since 2018 and have been following the rules stipulated on their approval letter.

I hereby recommend approval under the following rules:

- No dogs allowed
- All rules of the reserve must be obeyed at all times
- The co-ordinators are responsible for picking up all the litter during the fun run as the Municipality will not be held liable for cleaning up afterwards.

They will be making use of the facilities at their own risk and the Langeberg Municipality will not be held liable for any injuries or lost items while making use of the facilities.
Sincerely hope their request will be considered.

ATTACHED SUPPORTING DOCUMENTS

See attached request letter.

FINANCIAL IMPLICATIONS

None to the Municipality.

Recommendation / Aanbeveling

I recommend that free access be granted to the Montagu Pre-Primary School for their fun walk on conditions that they comply to the rules stated above. Secondly this free access will be used as a learning curve for the children, raising awareness to them about nature. It will also help attract more visitors to the reserve as some residents might not be aware of the Nature Reserve.

This item served before the Executive Mayoral Committee on 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 22 Februarie 2023

Aanbeveling / Recommendation

That free access be granted to the Montagu Pre-Primary School for their fun walk on conditions that they comply to the rules stated above. Secondly this free access will be used as a learning curve for the children, raising awareness to them about nature. It will also help attract more visitors to the reserve as some residents might not be aware of the Nature Reserve.

**HOËRSKOOI BONNIEVALE: LEASE AND / OR PURCHASE OF THE OLD DRIVING TEST YARD
SITUATED ON A PORTION OF ERF 462, MYRTLE RIGG AVENUE, BONNIEVALE (7/2/3/2/2 : 7/2/3/1/2)
(DIRECTORATE: CORPORATE SERVICES)**

Purpose of report

To submit a report to the Mayoral Committee for consideration regarding an application received from Mr W de Wet on behalf of Hoërskool Bonnievale.

Background

The following letter was received from Mr W de Wet:

"Hiermee wil ons as Hoërskool Bonnievale ons hulp aanbied om die toetsgronde in Myrtle Rigg avenue, te Bonnievale op te knap. Ons het dit goed gedink om dit 'n skool projek te maak vir ons graag 11 leerders, somer met 'n tweemalige doel. Een, om die leerders in spanwerk te laat saamwerk en twee, vir hierdie leerders om terug te saai in die dorp wat hulle woon en vir die leerders, wat vir die jare wat kom, nog die toetsgronde gaan gebruik.

Ons wil graag die baan so gou moontlik op knap sodat ons die leerders kan help om hulle bestuurslisensie te bekom.

Sodra die baan opgeknap is, is die skool bereid om die Toetsbaan teen 'n nominale bedrag by die munisipaliteit te huur en dit op so manier te bedryf dat dit tot voordeel van HSB en Jakes Gerwel Tegnies se leerders sal wees. Let miskien net daarop dat die skool die perseel wil huur, maar indien die Munisipaliteit die eiendom teen 'n billike prys wil verkoop, sal die skool verseker belangstel.

Mnr. Boshoff van Hoërskool Bonnievale is bereid om na ons buurtdorp, Ashton te gaan en gaan afmetings neem van die baan, sodat ons seker is wanneer ons die lyne oorverf dat ons die lyne volgens die regte standaard verf.

Ons hoop om spoediglik terug te hoor van mnr.

Saam kan ons hande vat om ons leerders 'n blinker toekoms te gee."

A location map was attached.

The following comments were received:

Comments: Director: Strategy & Social Development

The request to lease a portion to operate it as a driver test yard is supported, but through an open public process thus if we have no use for the land it should rather be sold via open public Tender process.

Comments: Director: Community Services

If property not utilised for municipal purposes, it should sold on public tender.

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 portion of Erf 462 covered by the test course is zoned Utility zone in terms of the Langeberg Integrated Zoning Scheme, 2018. As the intention is to keep on using it for this purpose, the application to lease or buy the property is supported, subject to the following:

1. If the land is sold to the school, the school will be responsible to subdivide the area off Erf 462 and register it as a separate erf. This includes an application for subdivision, Surveyor-General approval and registration in the Deeds Office.
2. If the land is sold to the school, it should be subject to it being continued to use as a driving test course.
3. If the land is leased to the school, the area to be leased must be surveyed (at the cost of the school) and the survey must form part of the lease agreement.

Comments: Manager: Electrical Engineering Services

No objections from the Electrical Department.

My understanding is that the Electrical Services will not be affected.

Comments: Manager: Civil Engineering Services

The Civil engineering Department has no objection to the above application. Should a water and sewer connection be required the cost thereof will be for the applicant.

Comments: Cllr Van Eeden

Ek het geen beswaar teen voorstel as ons dit aan hul verhuur en hul die plek opknap nie.

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 Mr W de Wet on behalf of Hoërskool Bonnievale for the lease and/or purchase for the old practical driving test yard situated on a portion of erf 462, Myrtle Rigg Avenue, Bonnievale not be approved.
3. That a land surveyor be appointed to determine the exact portion that is available for alienation subject to the following conditions:
 - 3.1 That the portion of erf 462, Myrtle Rigg Avenue, Bonnievale be alienated at a market related price.
 - 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 buyer be responsible for all the connection fees for municipal services rendered to the property.
 - 3.4 That the portion of erf 462, Myrtle Rigg Avenue, Bonnievale only be used as a driving test course.

- 3.5 That the buyer be responsible for all costs regarding the property in his/ her name.
- 3.6 That the buyer be responsible for all Town Planning cost involved which may include rezoning, subdivision, consolidation, surveying, registration of servitudes where applicable
- 3.7 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 08 February 2023 (pg. 20)

This item served before the Corporate Services Portfolio Committee on 08 February 2023

Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 08 Februarie 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 Mr W de Wet on behalf of Hoërskool Bonnievale for the lease and/or purchase for the old practical driving test yard situated on a portion of erf 462, Myrtle Rigg Avenue, Bonnievale not be approved.
3. That a land surveyor be appointed to determine the exact portion that is available for alienation subject to the following conditions:
 - 3.1 That the portion of erf 462, Myrtle Rigg Avenue, Bonnievale be alienated at a market related price.
 - 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 buyer be responsible for all the connection fees for municipal services rendered to the property.
 - 3.4 That the portion of erf 462, Myrtle Rigg Avenue, Bonnievale only be used as a driving test course.
 - 3.5 That the buyer be responsible for all costs regarding the property in his/ her name.
 - 3.6 That the buyer be responsible for all Town Planning cost involved which may include rezoning, subdivision, consolidation, surveying, registration of servitudes where applicable
 - 3.7 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 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 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 Mr W de Wet on behalf of Hoërskool Bonnievale for the lease and/or purchase for the old practical driving test yard situated on a portion of erf 462, Myrtle Rigg Avenue, Bonnievale not be approved.
3. That a land surveyor be appointed to determine the exact portion that is available for alienation subject to the following conditions:
 - 3.1 That the portion of erf 462, Myrtle Rigg Avenue, Bonnievale be alienated at a market related price.

- 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 buyer be responsible for all the connection fees for municipal services rendered to the property.
- 3.4 That the portion of erf 462, Myrtle Rigg Avenue, Bonnievale only be used as a driving test course.
- 3.5 That the buyer be responsible for all costs regarding the property in his/ her name.
- 3.6 That the buyer be responsible for all Town Planning cost involved which may include rezoning, subdivision, consolidation, surveying, registration of servitudes where applicable
- 3.7 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

**VAN RENSBURG VERVOER: APPLICATION TO PURCHASE A PORTION OF ERF 2, ROBERTSON
(7/3/2/1/5) (DIRECTOR: CORPORATE SERVICES)**

Purpose of report

To submit a report to the Mayoral Committee for consideration regarding an application received from Mr T Granger on behalf of Van Rensburg Vervoer.

Background

The following letter was received from Mr T Granger:

"Mnr Van Rensburg poog nou al letterlik 'n paar jaar om 'n gedeelte van die aangrensende eiendom (bekend as die ou Nestlé Besigheidspark) te koop vir die veilige bewaring van sy voertuie. Die eienaar van die grond het met baie onbillike pryse vorendag gekom met die wete dat Mnr Van Rensburg homself tans in 'n krisis bevind. Ons het werklik alles probeer om finansiering te bekom by die banke, maar dit word afgewys a.g.v die gemengde tipes eiendom. Daar is kaal grond wat industrieel gesoneer is maar daar is ook 3 huise op die grond, wat ingesluit sal word met 'n suksesvolle onderverdeling. (Sy "eie bydrae", deur die banke vereis, vir die grond is nie haalbaar nie.)

Hy het nou geen ander opsies behalwe om 'n stuk te bekom al is dit 'n endjie weg van sy huidige eiendom. Dit sal hy dan beveilig en sy voertuie, wat tans op straat staan, sal nie meer blootgestel word aan vandalisme nie. Hy moet permanent nou sekuriteitswagte betaal om sy voertuie op te pas.

Die erf by die ingang van die Nestle is opsie waarin ons belangstel om te koop. Ek is aangeraai om die skrywe aan u te rig.

Ek kan nie genoeg die dringendheid van hierdie aangeleentheid beklemtoon nie. Hy het geweldige finansiële uitgawes aan herstelwerk en sekuriteit wat eerder aan betaling van sy eie grond kon aangewend word.

Indien hy intussen goedkeuring kon kry om intussen 'n stuk te huur van die munisipaliteit, sou hy bereid wees om sy eie beveiliging van die stuk aan te bring terwyl die koopproses aan die gang is.

L.W. ek verwag geen betaling/kommissie van die munisipaliteit nie, ek poog net om vir Mnr Van Rensburg hiermee te help.

Ons wag op u dringende goedgeunstiglike terugvoer en sal dit hoog op prys stel.

A location map was attached.

The following comments were received:

Comments: Manager: Town Planning

The proposed use is in line with the Langeberg SDF 2015 as well as the preliminary proposals of the updated SDF currently being compiled. The exact portion is not shown on the aerial image you provided, but the principle of selling this land for industrial purposes is supported. The sale should therefore be subject to the buyer having the land surveyed by a professional land surveyor, which survey should form part of the sales agreement.

The sale of the land should also be subject to the buyer submitting an application and obtaining municipal approval for subdivision and rezoning. Some of the key considerations in such an applications will be the municipality's ability to provide services to the new site and whether a safe access can be provided to the site from Wolhuter Street.

The responsibility for bulk infrastructure contributions should also be set out in the sales agreement.

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: Civil Engineering Services

The Civil Engineering Services Department has no objection to the above application subject to the following conditions:

1. There is no water available adjacent to the erf. Should the applicant require water to the erf a water pipeline must be installed for this purpose. The cost thereof will be for the account of the applicant.
2. Sewer is available adjacent to the erf and connection fees will be payable for a sewer connection for the account of the applicant.
3. Access to the proposed property can be obtained from Burwana St

Comments: Manager: Electrical Engineering Services

Geen beswaar vanaf Elektries.

Op die oomblik is daar 'n tekort aan nuwe elektriese kapasiteit en ons kan nie waarborg dat daar elektriese dienste beskikbaar sal wees vir die gedeelte nie.

Comment: Director: Community Services

Property be sold on public tender.

Comment: Director: Strategy & Social Development

Should the Municipality not have a need for the land it should be sold via public Tender process

Comments: Cllr J Coetzee

Ek het geen beswaar teen die versoek om die grond te vervreem of beskikbaar te stel vir verhuring nie.

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 Mr T Granger on behalf of Van Rensburg Vervoer to purchase a portion of municipal land situated on Erf 2, Robertson 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 after point 3 has

been adhered to subject to the following conditions:

- 4.1 That the erf be alienated at a market related price.
- 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 successful tenderer submits a service plan that indicates the electricity and water usage to enable the Engineering Department to determine the impact of the proposed development on the bulk services before the tender is awarded.
- 4.4 That the tenderer be responsible for all the connection fees for municipal services rendered to the property.
- 4.5 That should the applicant require water to the erf a water pipeline must be installed for this purpose. The cost thereof will be for the account of the applicant.
- 4.6 That if applicable, a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property.
- 4.7 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, Surveying fees, registration of servitudes and registration of the property in his/her name where applicable.
- 4.8 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 08 February 2023 (pg. 24)

This item served before the Corporate Services Portfolio Committee on 08 February 2023

Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 08 Februarie 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 Mr T Granger on behalf of Van Rensburg Vervoer to purchase a portion of municipal land situated on Erf 2, Robertson 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 after point 3 has been adhered to subject to the following conditions:
 - 4.1 That the erf be alienated at a market related price.
 - 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 successful tenderer submits a service plan that indicates the electricity and water usage to enable the Engineering Department to determine the impact of the proposed development on the bulk services before the tender is awarded.
 - 4.4 That the tenderer be responsible for all the connection fees for municipal services rendered to the property.

- 4.5 That should the applicant require water to the erf a water pipeline must be installed for this purpose. The cost thereof will be for the account of the applicant.
- 4.6 That if applicable, a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property.
- 4.7 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, Surveying fees, registration of servitudes and registration of the property in his/her name where applicable.
- 4.8 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 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 22 Februarie 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 Mr T Granger on behalf of Van Rensburg Vervoer to purchase a portion of municipal land situated on Erf 2, Robertson 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 after point 3 has been adhered to subject to the following conditions:
 - 4.1 That the erf be alienated at a market related price.
 - 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 successful tenderer submits a service plan that indicates the electricity and water usage to enable the Engineering Department to determine the impact of the proposed development on the bulk services before the tender is awarded.
 - 4.4 That the tenderer be responsible for all the connection fees for municipal services rendered to the property.
 - 4.5 That should the applicant require water to the erf a water pipeline must be installed for this purpose. The cost thereof will be for the account of the applicant.
 - 4.6 That if applicable, a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property.
 - 4.7 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, Surveying fees, registration of servitudes and registration of the property in his/her name where applicable.
 - 4.8 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

MID-YEAR ADJUSTMENT BUDGET – FEBRUARY 2023

(WILL BE DISTRIBUTED AS AN ADDENDUM)

SLEGS VIR KENNISNAME • FOR INFORMATION ONLY

B & BB ITEMS

B5774	HAPPY VALLEY SERVICE CENTRE: RENEWAL OF LEASE AGREEMENT FOR THE MUNICIPAL BUILDING AT THE BACK SITUATED ON ERF 776, NEWCROSS STREET BONNIEVALE (7/2/3/1/2) (DIRECTORATE: CORPORATE SERVICES)	103
B5777	ASHTON PRIMARY SCHOOL: RENEWAL OF LEASE AGREEMENT FOR A PORTION OF LAND BETWEEN ERVEN 361 AND 1986, ASHTON (7/2/3/1/1) (PROPERTY ADMINISTRATION)	103

B & BB ITEMS

B5774

HAPPY VALLEY SERVICE CENTRE: RENEWAL OF LEASE AGREEMENT FOR THE MUNICIPAL BUILDING AT THE BACK SITUATED ON ERF 776, NEWCROSS STREET BONNIEVALE (7/2/3/1/2) (DIRECTORATE: CORPORATE SERVICES)

This item served before the Executive Mayoral Committee on 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023

Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the municipal building at the back situated on erf 776, Bonnievale 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 from Ms S Makamella on behalf of Happy Valley Service Centre for the renewal of lease agreement for the municipal building situated at the back on erf 766, Bonnievale be approved in principle and the intention of the Municipality to lease the property 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 Happy Valley Service Centre be proceed with, subject to the following conditions:
 - 3.1 That the portion of land be leased at a minimum rental of R452.87 per annum (VAT incl.) which will escalate yearly with 10% and the Lessee is responsible for the payment of the insurance of the building, which is calculated as a percentage of the municipal insurance portfolio.
 - 3.2 That the maintenance and upgrading work to be done to the municipal buildings be for the account of the lessees.
 - 3.3 That no alterations may be done to the building without the written consent from the Municipality.
 - 3.4 That the lessee be responsible for the payment of all services rendered to the facility.
 - 3.5 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 crèche purpose.
 - 3.6 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.
 - 3.7 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.

B5777

ASHTON PRIMARY SCHOOL: RENEWAL OF LEASE AGREEMENT FOR A PORTION OF LAND BETWEEN ERVEN 361 AND 1986, ASHTON (7/2/3/1/1) (PROPERTY ADMINISTRATION)

This item served before the Executive Mayoral Committee on 22 February 2023

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 22 Februarie 2023

Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that a portion of municipal land situated between erven 361 & 1986, Ashton is not needed for the provision of the minimum level of basic municipal services (S14 of the

2. That the application received from Mr JC Burger on behalf of Ashton Primary School for the renewal of the lease agreement for a portion of municipal land situated between erven 361 & 1986, Ashton for a drop-off zone and parking area be approved in principle and the intention of the Municipality to lease the property 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 Ashton Primary School be proceed with, subject to the following conditions:
 - 3.1 That the portion of land be leased at a minimum rental of R503.47 per annum which will escalates yearly with 10%.
 - 3.2 The Lessee will not, without prior written consent from the Lessor, be entitled to make any changes, improvements or additions to the property. No structures may be erected on the portion of land.
 - 3.3 That when services need to be repaired, replaced or installed on the portion of land it will be the responsibility of Lessee to restore the improved area on the portion of land such as paving, plants and grasses.
 - 3.4 That the Lessee be responsible for the maintenance of the portion of land.
 - 3.5 The Lessee indemnifies the Lessor for any responsibility and also any liability that may arise from any action, lawsuits, judicial steps, claims or collections, costs, damage compensation or any other action of whatever nature which might occur from the leasing of the property to Ashton Primary School, as well as any transaction, action, omission or negligence by the Lessee, his workers or any person under his control and supervision. This indemnity will also be in effect in respect of third parties and/or their property.

~ oOo ~