



**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

31 JULIE 2018 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

31 JULY 2018 at 10H00

in the Council Chamber, Municipal Offices,
Church Street, Robertson to discuss the items on the appended agenda.

RDH / ALD S.W. VAN EEDEN
SPEAKER

BIRTHDAY LIST 2018

JANUARY	
04	Cllr Bulelani Nteta
05	Mr Maynard Johnson
15	Cllr Esther Bosjan
17	Cllr Kobus DF van Zyl
FEBRUARY	
06	Cllr Atwell Mbi
09	Mr Dave van Schalkwyk
09	Cllr Lettesia M Swanepoel
24	Mr Theuns Carstens
MARCH	
01	Cllr Wilma Strauss
11	Mr Neil Albertyn
23	Mr Peter W Salman
30	Mr Charl Martin
APRIL	
27	Mrs Celeste Matthys
MAY	
12	Mrs Suzette Kotzé
20	Mr Anton Everson
28	Cllr JJ Januarie
30	Ald Kosie D Burger
JUNE	
05	Mr Bradley Brown
14	Mr Daniël Baadjies
16	Cllr Hetta F Mangenengene
19	Cllr Gideon Joubert
24	Ald Schalk van Eeden
30	Mr Kobus Brand

JULY	
29	Cllr Wiseman Nyamana
AUGUST	
11	Cllr Mark van der Merwe
14	Mr Glenn Slingers
19	Mr Eugene Jooste
SEPTEMBER	
05	Ald Henry Jansen
07	Mr Zamuxolo Qhanqisa
10	Mr Corné Franken
18	Mr Izak AB van der Westhuizen
19	Cllr Dendeline B Janse
19	Cllr Samuel du Plessis
24	Cllr Judy Maflika
OCTOBER	
05	Cllr Eric MJ Scheffers
17	Cllr Pauline Hess
NOVEMBER	
02	Cllr Nicky Beginsel
09	Mr Chris Vorster
18	Cllr Jacques Kriel
22	Mr M Wilson Nel
27	Mr Soyisile A Mokweni
DECEMBER	
05	Mr Sabelo Ngongolo
09	Mr Johan Coetzee
10	Cllr Andile Shibili
26	Cllr Christopher J Grootboom

AGENDA

~ 31 JULY 2018 ~

1. Opening / Opening
2. Bywoning / Attendance
3. Aansoeke vir verlof tot afwesigheid / Applications for leave of absence
4. Goedkeuring van Notule / Approval of Minutes:
 - 4.1 Bekragtiging van die Notule van 'n Gewone Vergadering van die Raad van die Langeberg Munisipaliteit wat gehou was op 29 Mei 2018 om 10h00 in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson. 05 - 18

Confirmation of the Minutes of an Ordinary Meeting of Council of the Langeberg Municipality held on 29 May 2018 at 10h00 in the Council Chambers, Municipal Offices, Church Street, Robertson
5. Verklarings en Mededelings deur die Speaker / Statements and Announcements by the Speaker
6. Onderhoude met Afvaardigings / Interviews with Delegations
7. Verklarings en Mededelings deur die Burgemeester / Statements and Announcements by the Mayor.
8. Dringende Aangeleenthede en Verslae, Verklarings & Mededelings voorgelê deur die Munisipale Bestuurder. *Urgent Matters and Reports, Statements & Announcements submitted by the Municipal Manager.*

- 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

- 8.1 A 3670 INVITATION TO ATTEND A WINTER SCHOOL FOR COUNCILLORS – 15 TO 16 AUGUST 2018 (3/3/4) (MANAGER: GOVERNANCE SUPPORT) 187

9. Consideration of Notice of Motions / Oorweging van Kennisgewing van Mosies

9.1 A 3668 SUBMISSION OF MOTION - CLLR S DU PLESSIS – HIGH PRICES OF GRAVES IN ALL OUR TOWNS

Icosa Langeberg

Province leader

Cllr Samuel du plessis

Date : 23 July 2018

Re : MOTION OF THE HIGH GRAVE PRICES IN ALL OUR TOWNS

We as Icosa we want the motion to be debate in the next council meeting we as Icosa want to make it very clearly that we want the Council to revisit the High prices that was approved in the last budget that we as Icosa did not vote for.

The new prices as per correspondence 2018/2019 letter that was send by Selena Addonis 2 july 2018

Bricking of the Single grave was R3381.00 the new price R5 661.73 nearly 50 % INCREASE

Please explain why the Single brick grave increase monthly from R5 661.73 to R6 567.60 gholfsaan

Bricking Double Grave price was R5 200 the new price R10 001.38 nearly 50% INCREASE

We as Icosa want the council to revisit this prices it seem poor people will not even to be able to have a burial or do we have to throw them in black bags .

Recommendation

That the prices be brought down because we as the people in our community are already under severe price increases in the country the petrol have been increase 5 times now.

The municipal service have in crease very high as well so we want the council to reduce the price to be affordable because it affect the poor and the unemployed .

So i moved

Cllr du plessis

Chief whip Icosa

D. Plessis
23/7/2018

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

11. Oorweging van Dringende Mosies / *Consideration of Urgent Motions*

12. Oorweging van Verslae / *Consideration of Reports:*

12.1	Reports submitted to Council for consideration (A Items) <i>Verslae voorgelê aan die Raad vir oorweging (A Items)</i>	20
12.2	Reports submitted to Council for consideration (AA Items) <i>Verslae voorgelê aan die Raad vir oorweging (AA-Items)</i>	...
12.3	Reports dealt with in terms of the delegated powers by the Mayoral Committee (B & BB Items) <i>Verslae afgehandel deur die Burgemeesterskomitee in terme van gedelegeerde bevoegdhede (B & BB-Items)</i>	156

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MINUTES OF AN ORDINARY MEETING OF COUNCIL OF THE LANGEBERG MUNICIPALITY
HELD ON 19 JUNE 2017 AT 10H00 IN THE COUNCIL CHAMBERS
MUNICIPAL OFFICES, CHURCH STREET, ROBERTSON

1. Opening / Opening

The Speaker welcomed the Executive Mayor, the Deputy Executive Mayor, Councillors and the Administration to the meeting. He welcomed and introduced Reverend Marius Joubert of the Mother Congregation of the Dutch Reformed Church in Robertson. Rev Joubert opened the meeting with a message and reading from Paul.

2. Bywoning / Attendance

Ald Van Eeden, SW	Speaker
Ald Jansen, HM	Executive Mayor
Cllr Joubert, GD	Deputy Executive Mayor
Ald Burger, JD	Councillor (Member of the Mayco)
Cllr Janse, DB	Councillor (Member of the Mayco)
Cllr Scheffers, EMJ	Councillor (Member of the Mayco)
Cllr Strauss, SW	Councillor (Member of the Mayco)
Cllr Beginsel, NJ	Councillor
Cllr Bosjan, E	Councillor
Cllr Du Plessis, S	Councillor
Cllr Grootboom, CJ	Councillor
Cllr Hess, P	Councillor
Cllr Januarie, JJ	Councillor
Cllr Kriel, J	Councillor
Cllr Mafilika, JS	Councillor (From 10h17)
Cllr Mangenengene, HF	Councillor
Cllr Mbi, AS	Councillor
Cllr Nteta, BH	Councillor
Cllr Nyamana, WZ	Councillor
Cllr Shibili, AJ	Councillor
Cllr Van Zyl, JDF	Councillor
Mr Mokweni, SA	Municipal Manager
Mr Everson, AWJ	Director Corporate Services
Ms Matthys, CO	Director Strategy & Social Development
Mr Van der Westhuizen, IAB	Director Engineering Services
Ms Kotzé, S	Manager Administrative Support
Ms Burger, E	Chief Clerk General Administration
Mr Qhanqisa, ST	Translator

3. 3.1 Applications for leave of absence / Aansoek om verlof tot afwesigheid

Mr Brown, B

Chief Financial Officer

3.2 Absent without leave / Afwesig sonder verlof

Cllr Swanepoel, LM

Councillor

Cllr Van der Merwe, TM

Councillor

4. Goedkeuring van Notule / Approval of Minutes:
 - 4.1 Dat die notule van 'n Gewone Vergadering van die Raad van die Langeberg Munisipaliteit wat gehou was op 29 Mei 2018 om 10h00 in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson goedgekeur en bekragtig word.

That the minutes of an Ordinary Meeting of Council of the Langeberg Municipality held on 29 May 2018 at 10h00 in the Council Chambers, Municipal Offices, Church Street, Robertson be approved and confirmed.
5. Verklarings en Mededelings deur die Speaker / Statements and Announcements by the Speaker

The Speaker wished all the Councillors and officials who celebrated their birthday in the preceding month, a prosperous time for the year ahead.

He announced that in consultation with the Executive Mayor, the period of recess for Council has been set for 25 June to 15 July 2018. He requested especially fulltime Councillors to keep their cellphones and tablets switched on, in case they are required for duty.
6. Onderhoude met Afvaardigings / Interviews with Delegations

None / Geen
7. Verklarings en Mededelings deur die Burgemeester / Statements and Announcements by the Mayor.

Die Uitvoerende Burgemeester het sy dank aan raadslede uitgespreek omdat hul staande gebly het en voortgegaan het met werksaamhede ongeag die vorige week se gebeure. Ons glo en vertrou op 'n goeie uitkoms.

Hy kondig aan dat hy vanaf 20 Junie 2018 op siekverlof gaan vir 'n paar weke.

'n Versoek word ook gerig dat 'n groepsfoto van die Raad geneem word by die volgende raadsvergadering op 31 Julie 2018.
8. Dringende Aangeleenthede en Verslae, Verklarings & Mededelings voorgelê deur die Munisipale Bestuurder.
Urgent Matters and Reports, Statements & Announcements submitted by the Municipal Manager.

The Municipal Manager will deal with an urgent report (AA 473) under paragraph 12.2
9. Consideration of Notice of Motions / Oorweging van Kennisgewing van Mosies

None / Geen
10. Oorweging van Kennisgewing van Vrae / Consideration of Notice of Questions

None / Geen
11. Oorweging van Dringende Mosies / Consideration of Urgent Motions

None / Geen

12. Oorweging van Verslae / Consideration of Reports:

12.1 Reports submitted to Council for consideration (A Items)
Verslae voorgelê aan die Raad vir oorweging (A-Items)

A 3630 MONTHLY REPORT FROM THE LOCAL TOURISM ASSOCIATIONS – APRIL 2018 (12/2/3/3)
MANAGER: SOCIAL DEVELOPMENT

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

That the report from the Local Tourism Associations for April 2018 be noted.

A 3631 HOUSING PROJECTS INCLUDED IN THE EXISTING HOUSING IMPLEMENTING AGENT
CONTRACT: (17/5/1): (DIRECTOR: ENGINEERING SERVICES)

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

That the contents of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

A 3632 ~ Report withdrawn ~

A 3633 BONNIEVALE TENNIS CLUB: APPLICATION TO PURCHASE A PORTION OF ERF 920,
BONNIEVALE (7/2/3/2/2) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the portion of land is not needed for the provision of the minimum level of basic municipal services.

Dat dit bevestig word dat die gedeelte grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie

2. That the application received from Mr P Albertyn on behalf of Bonnievale Tennis Club to purchase a portion of erf 920, Bonnievale be approved and that the Municipality's intention to sell the portion of land to Bonnievale Tennis Club be advertised for comments, whereafter the process will follow to prescribed procedures, subject to the normal conditions applicable for the alienation of municipal property:

Dat die aansoek vanaf Mnr P Albertyn vir die koop van gedeelte van erf 920, Bonnievale goedgekeur word en dat die Munisipaliteit se voorneme om die gedeelte grond aan Bonnievale Tennisklub te vervreem, geadverteer word vir kommentaar, waarna die proses die voorgeskrewe prosedures sal volg, onderhewig aan die normale voorwaardes vir die vervreemding van munisipale eiendom:

- 2.1 That the selling price be determined based on a reasonable market value certificate.
Dat die verkoopprijs van die eiendom bereken word, baseer op 'n billike markwaarde sertifikaat.
- 2.2 That a deposit of 10% be payable at the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
Dat 'n deposito van 10% betaal word by ondertekening van die koop-ooreenkoms en dat die restant van die koopprijs teen registrasie betaalbaar is.
- 2.3 That the buyer be responsible for all the connection fees for municipal services rendered to the property.
Dat die koper verantwoordelik sal wees vir alle aansluitingsfoole vir munisipale dienste gelewer aan die perseel.
- 2.4 That the buyer be responsible for all costs regarding the alienation which may include rezoning, registration of servitudes, land surveyors costs, registration of the property in his/her name etc.
Dat die koper verantwoordelik sal wees vir alle kostes met betrekking tot die vervreemding wat mag insluit herosnoring, Landmeters kostes, registrasie van die eiendom in sy/haar naam ensv.
- 2.5 That the purchase deal be finalized within a period of 6 months after allocation of the property, failing which the offer will expire irrevocably.
Dat die kooptransaksie binne 'n periode van 6 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroeplik verval.

A 3634

RESUBMISSION: UMSIZA PLANNING: APPLICATION TO CLOSE AND BUY A PORTION OF ROBERTSON STREET(819M²), ROBERTSON (7/2/3/2/5 17/3/1/6/3/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Cllr CJ Grootboom said that the two sizes mentioned in the recommendation caused confusion and requested clarity. The Director Corporate Services explained that in terms of the information in the report, the *entire street* covered an area of ±819m², but that this application to purchase is for only a portion of the area.

Cllr AS Mbi is of the opinion that the application is being handled in a different way as other applications and that the ANC will therefore not be supporting the resolution.

Director Corporate Services explained to Cllr S du Plessis how the public participation process will take place. Cllr AJ Shibili said that the public participation process is not normal because it creates an expectation amongst the public:- should the residents not want the street to be closed and the Municipality still approveS the application to close that part of the street, there will be a problem. The Speaker said, however, bear in mind that it is only a part of the street that is being applied for. Cllr J Kriel remarked that whatever decision is taken, it will influence future decisions for similar requests.

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

That the report be referred back for resubmission to the Corporate Services Portfolio Committee.

Dat die verslag terugverwys word na die Korporatiewe Dienste Portefeulje Komitee.

UMSIZA PLANNING: APPLICATION TO BUY A PORTION OF MUNICIPAL LAND (1.45 HA)
SITUATED ON ERF 462 TO THE NORTH OF THE EXISTING BOUNDARY OF ERF 2614,
BONNIEVALE (7/2/3/2/2) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the portions 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)

Dat dit bevestig word dat die gedeeltes grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, /wet 56 van 2003)

2. That the application received from Umsiza Planning on behalf of of Mooivallei Suiwel to buy a portion of municipal land (1.45 ha) situated on erf 462 to the north of existing boundary of erf 2614, Bonnievale not be approved.

Dat die aansoek van Umsiza Planning namens Mooivallei Suiwel vir die koop van gedeelte munisipale grond (1.45 ha) geleë te erf 462 na die noorde kant van die bestaande erfgrense van erf 2614, Bonnievale nie goedgekeur word nie.

3. That a portion of municipal land (1.45 ha) situated on erf 462 to the north of existing boundary of erf 2614, Bonnievale be alienated by way of public tender subject to the following conditions applicable for the alienation of municipal property:

Dat 'n gedeelte van munisipale grond (1.45 ha) geleë te erf 462 na die noorde kant van die bestaande erfgrense van erf 2614, Bonnievale vervreem word by wyse van 'n publieke tender onderworpe aan die voorwaardes vir die vervreemding van munisipale eiendom:

- 3.1 That the selling price be determined based on a reasonable market value certificate.

Dat die verkoopprijs van die eiendom bereken word, baseer op 'n billike markwaarde sertifikaat.

- 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.

Dat 'n deposito van 10% betaalbaar sal wees met ondertekening van die koop-ooreenkoms en dat die restant van die koopsom betaalbaar is by registrasie.

- 3.3 That the sale of the Municipal land is dependent on the Purchaser obtaining the appropriate zoning / land use rights and subdivision approval.

Dat die verkoop van die Munisipale grond onderhewig is daaraan dat die Koper toepaslike sonering / grondgebruiksregte en onderverdeling goedkeuring moet verkry.

- 3.4 That the Purchaser be responsible for lodging all necessary land use development and environmental impact assessment applications at their own cost if applicable.

Dat die Koper verantwoordelik is om die nodige aansoeke in te dien vir grondgebruiks- en omgewingsimpak ondersoek, indien van toepassing, vir hulle koste.

- 3.5 That the Purchaser be responsible for the payment of all services rendered to the portion of land.

Dat die Koper verantwoordelik is vir die betaling van alle dienste gelower aan hierdie gedeelte grond.

- 3.6 That the Purchaser be responsible for the cost involved for rezoning, subdivision, consolidation, surveying, registration of servitudes and registration of the property in his/her name where applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant town planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

Dat die Koper verantwoordelik sal wees vir alle kostes van hersonering, onderverdeling, konsolidasie, landmeter, registrasie van die servitude en registrasie van die eiendom in sy/haar naam waar van toepassing. Die ooreenkoms om die grond te verkoop plaas geen verpligting op die Munisipaliteit om die aansoek om onderverdeling en hersonering goed te keur nie. Voormelde aansoek sal evalueer word in terme van relevante stadsbeplannings oorwegings en die ooreenkoms om die eiendom te verkoop moenie gesien word as 'n verpligting om die aansoek goed te keur nie.

- 3.7 That the application for subdivision and rezoning be submitted within 6 months from date of the agreement of sale. If subdivision is approved the purchase deal be finalized within a period of 6 months after approval has been granted for subdivision, failing which the offer will expire irrevocably.

Dat die aansoek om onververdeling en hersonering ingedien word binne 6 maande vanaf datum van die ooreenkoms om te verkoop. Indien onderverdeling goedgekeur word, moet die kooptransaksie binne 'n periode van 6 maande na datum van goedkeuring finaliseer word, by versuim waarvan, die aanbod onherroepelik verval.

A 3636

ROBERTSON LIFESTYLE ESTATE: APPLICATION TO PURCHASE A PORTION OF ERF2 (±2.61HA) ADJACENT TO ROBERTSON EXTENSION 9 (7/2/1/1) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the portions 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)

Dat dit bevestig word dat die gedeeltes grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, /wet 56 van 2003)

2. That the application received from Mr J Schutte on behalf of Robertson Lifestyle Estate to buy a portion of erf2 (±2.61 ha) which is adjacent to erf2, Robertson not be approved.

Dat die aansoek van Mnr J Schutte namens Robertson Lifestyle Estate vir die koop van gedeelte van erf2 (±2.61 ha) wat aangrensend erf 2, Robertson is, nie goedgekeur word nie.

3. That a portion of erf2 (±2.61 ha) which is adjacent to erf2, Robertson be alienated by way of public tender subject to the following conditions applicable for the alienation of municipal

property:

Dat 'n gedeelte van erf 2 (±2.61 ha) wat aangrensend erf 2, Robertson is, vervreem word by wyse van 'n publieke tender onderworpe aan die voorwaardes vir die vervreemding van munisipale eiendom;

- 3.1 That the selling price be determined based on a reasonable market value certificate.

Dat die verkoopprijs van die eiendom bereken word, baseer op 'n billike markwaarde sertifikaat.

- 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.

Dat 'n deposito van 10% betaalbaar sal wees met ondertekening van die koop-ooreenkoms en dat die resant van die koopsom betaalbaar is by registrasie.

- 3.3 That the Purchaser be responsible for the payment of all services rendered to the portion of land.

Dat die Koper verantwoordelik is vir die betaling van alle dienste gelewer aan hierdie gedeelte grond.

- 3.4 That the Purchaser be responsible for the cost involved for rezoning, subdivision, consolidation, surveying, registration of servitudes and registration of the property in his/her name where applicable.

Dat die Koper verantwoordelik sal wees vir alle kostes van hersonering, onderverdeling, konsolidasie, landmeter, registrasie van die servitute en registrasie van die eiendom in sy/haar naam waar van toepassing.

- 3.5 That the purchase deal be finalized within a period of 6 months after allocation of the property, failing which the offer will expire irrevocably.

Dat die kooptransaksie binne 'n periode van 6 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroeplik verval.

A3641

APPLICATIONS FOR MUNICIPAL INFRASTRUCTURE GRANT (MIG) & REGIONAL BULK INFRASTRUCTURE GRANT (RBIG) - VARIOUS PROJECTS (DIRECTOR ENGINEERING SERVICES)

Cllr EMJ Scheffers requested the construction of a sports field in Ashbury which has a large school and a local rugby club, cricket club and soccer club. Players are currently using the King Edward Sports Grounds in town. The construction of such a field has long been listed in the IDP. The Municipal Manager said that it is possible to add another project should Council decide to, which they then did.

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

That applications for MIG and/or RBIG funding be approved by Council for the following capital projects:

1. Replacement of old water pipes as per the Pipeline Replacement Study.
2. Bulk Services for Boekenhoutskloof, Bonnievale Housing Project
3. Bulk Services for Mandela Square, Montagu Housing Project

4. Bulk Services for Robertson Heights, Robertson Housing Project
5. Bonnievale Storage Dam.
6. Upgrading of McGregor Water Treatment Works.
7. Upgrading of Robertson Waste Water Treatment Works.
8. Upgrading of King Edward Sports Ground in Montagu
9. Upgrading of Happy Valley Sports Ground in Bonnievale
10. Upgrading of Cogmanskloof Sports Ground in Ashton
11. Upgrading of Zolani Sports Ground In Ashton, Zolani
12. Upgrading of McGregor Sports Ground in McGregor
13. Upgrading of Ashton Cricket Field
14. Upgrading of Van Zyl Street Sports Ground, Robertson
15. Construction of Ashbury Sports Field in Montagu

A 3642

EXTENSION OF THE CONTRACT OF THE CHAIRPERSON - AUDIT & PERFORMANCE COMMITTEE - IN COMPLIANCE WITH SECTION 166(5) OF THE MFMA

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

That, in respect of the extension of the contract of the Chairperson of the Audit & Performance Committee in compliance with section 166(5) of the MFMA, Council approves the extension with 6 months from 01 July 2018 to 31 December 2018.

A 3643

IMPLEMENTATION OF WATER RESTRICTIONS (16/1/6) (DIRECTOR ENGINEERING SERVICES)

The Speaker requested clarity why the report is serving before Council again, as it already served before Council who resolved that the Mayor and the Municipal Manager may take a decision on this matter and that it does not have to serve before Council again.

The Executive Mayor explained that the lifting of the water restrictions is not regarded as a crisis situation whereas the implementation of water restrictions because of the severe drought, was a crisis situation. The lifting of water restrictions must therefore be approved by Council.

The Municipal Manager elaborated and said that in addition when this decision was taken there was nothing before Council. It was simply a verbal report. The problem with that is when a decision like that is made haphazardly, it causes chaos in Administration in the implementation of that decision – what are the conditions, from which date, etcetera. There could also not be proper communication to residents. To avoid chaos and to impose conditions, it was thought best to bring a fully documented report before Council for a proper decision. In any event, the lifting of the restrictions can only happen from 01 July 2018.

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

1. That all water restrictions be lifted as from the first meter reading and billing cycle after 01 June 2018.
2. That the water situation be re-assessed after 30 September 2018 to determine if water restrictions should be imposed.
3. That the lifting of water restrictions be communicated to all residents within the Langeberg municipal area.

PERFORMANCE AGREEMENTS FOR ALL DIRECTORS & MUNICIPAL MANAGER FOR 2018 / 2019 (5/1/3) (DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT)

The Director Corporate Services distributed an amended performance agreement of the Municipal Manager, who explained that in 2012 Council resolved that the 9% must be taken off from the performance bonuses and that the salaries must be increased by 9%. There is now a new dispensation. In 2012 there was no upper limit for staff but since 2014 upper limits were introduced. His contract was renewed on 01 August 2017 and therefore his performance contract must now reflect the new dispensation. One of the changes is that the 9% that was included in his salary package then, must now be taken out and therefore the performance bonus will have to go back to 14% otherwise the Municipality will be seen as non-compliant with the regulations on the upper limits. This only applies to the Municipal Manager and the CFO and the performance agreement of the CFO must also be 14% and the 9% taken out of his salary as from 01 July 2018.

Cllr GD Joubert wanted to know why the other Directors are not affected. The Municipal Manager said the reason is that any contract that was concluded before the era of the upper limit for senior managers is actually protected in terms of the regulations. Those contracts continue as is, and when a director applies for a municipal manager's position the director who is appointed enters into the new dispensation. The old dispensation is protected in terms of the upper limits; it cannot change. As the Municipal Manager's contract was renewed in 2017 it now falls in the new dispensation. The Municipal Manager said that he was not in agreement with that because he believes the Labour Relations Act states something different but because he did not want to impact on the Municipality, he will allow that his salary be reduced by 9%.

Cllr JJ Januarie thanked the Municipal Manager for his willingness to have his salary reduced, but said that he will not be party to it. He thinks that Administration must guide this Council with regard to decisions that must be taken, specifically in this regard. He believes that the Accounting Officer, Mr Mokweni, will always direct Council in the right direction and if so, he supports it. But if it comes out in the end that a decision was taken by the advice that Council got from the Accounting Officer, and later that it was not the correct advice, he (Cllr Januarie), want to distance himself from the decision. The Municipal Manager said that this was 100% correct. For as long as the Council takes a decision based on his (Municipal Manager) advice, he takes responsibility for that, but if Council takes a decision on its own against his advice, he cannot take responsibility for that decision.

Cllr AS Mbi said that as politicians they are responsible for governance in the Municipality and it is their duty to refer matters of which they are not certain to other institutions for advice. Hence they should receive an agenda of this nature way in advance so if there is any matter that is unclear, there is time to consult with their legal department or other institutions for guidance. Agendas are circulated in advance and this one was emailed on Friday, allowing time to consult over the weekend.

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

1. That the individual scorecards of Section 57 appointees be noted by Council.

Dat die Raad kennis neem van die individuele metingskaarte van Artikel 57 aanstellings.

2. That the amendment to the agreements of the Municipal Manager and the Director Financial Services be noted by Council.

Dat die Raad kennis neem van die wysiging aan die ooreenkomste van die Munisipale Bestuurder en die Direkteur Finansiële Dienste.

3. That the 2018 / 2019 scorecards be forwarded to the relevant Provincial department for information.

Dat die 2018 / 2019 metingskaarte aan die betrokke Provinsiale Departement ter inligting aangestuur word.

AMENDMENT OF CONTRACT: TENDER 48/2017 - PROFESSIONAL SERVICES FOR THE DEVELOPMENT OF EXPLORATORY BOREHOLES IN MONTAGU PROCURED THROUGH THE SUPPLY CHAIN MANAGEMENT POLICY OF LANGEBERG MUNICIPALITY IN COMPLIANCE WITH SECTION 116(3) OF THE MFMA (ACCOUNTING OFFICER)

Cllr AS Mbi recalled that in a previous meeting the CFO explained fully and clearly the reason why such contracts must be amended and that this one is in the same vein.

Cllr J Kriel was allowed to pose a specific question about the boreholes in Montagu as it pertained to this specific item. He wanted to know whether the quality of the exploratory borehole water has now been tested and the results been received. The Director Engineering Services answered that 4 of the holes yielded a rather good flow (2.5, 2.5, 4.5 & 1.5 liter per second). The results of 2 waterholes are still outstanding. The 4 holes will now be developed and will contribute 450 million cubic meters of water per year to Montagu's current water supply. The current supply is approximately 660 million cubic meters of water acquired from the 3 mountain streams and a further 600 million from the Cogmanskloof Irrigation Board. This brings Montagu's total water supply to 1 260 000 million cubic meters of water per year, with this additional 450 million per year from the boreholes. For the future this means that the Municipality might be able to reduce the pumping of water from Ashton to Montagu.

The winter rains in the catchment area of the Brandvlei dam have been very good until now and the dam is 20% full compared to 12% this time last year, which is about 8 percentage points higher.

The development of the storage dam in Bonnievale is ongoing, consultations and investigations are taking place.

Reacting to a question by Cllr S du Plessis, the Municipal Manager confirmed that the funds spent for the development of exploratory boreholes in Montagu were value for money.

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

That in respect of – *The Amendment of Tender 48/2017: 3/2014: Professional Services for the Development of Exploratory Boreholes in Montagu Procured through the Supply Chain Management Policy of Langeberg Municipality in Compliance with Section 116(3) of the MFMA:*

1. Council notes that in compliance with section 116(3) of the Municipal Finance Management Act 56 of 2003 the following contract:

TENDER 48/2017: 3/2014: PROFESSIONAL SERVICES FOR THE DEVELOPMENT OF EXPLORATORY BOREHOLES IN MONTAGU – For an increased amount of R 3 000 000

be amended to allow the current service providers to deliver the services to the Municipality for the amount stated above.

2. That Council notes that reasonable notice will be given to the local community of Council's intention to amend the contract as set out in (1) above.
3. That the local community be invited to submit representations to the Municipality on the intended amendment of the contract within 14 days from the date of the notice appearing on the Langeberg Municipality's website on 19 June 2018.
4. That the Municipal Manager be authorised to evaluate the representation received, if any, and to make a final decision on the amendment of the contract as per (1) above.

FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – MAY 2018 (9/2/1/3) (CHIEF FINANCIAL OFFICER)

The Executive Mayor presented the Executive Summary to Council.

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

12.2

Reports submitted to Council for consideration (AA Items)
Verslae voorgelê aan die Raad vir oorweging (AA-Items)

A ITEMS

A 3647	APPLICATION TO PURCHASE A PORTION OF MUNICIPAL LAND SITUATED ON ERF 330 - TO THE EASTERN SIDE (±1.97 HA) AND AN EXTRA PORTION TO THE WESTERN SIDE (±1.91 HA), MCGREGOR (7/2/3/2/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	20
A 3648	RESUBMISSION: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT OR THE PURCHASE FOR A PORTION OF SKILPADHOOGTE, (2,7 HA), MCGREGOR (7/2/3/1/3) (PRINCIPAL CLERK: PROP ADMIN)	25
A 3649	LANGEBERG ASSOCIATED WINERIES: APPLICATION TO PURCHASE MUNICIPAL LAND, A PORTION OF ERF 2 (±1 HA) ALONG THE MCGREGOR ROAD, ROBERTSON (7/2/3/1/5) (PRINCIPAL CLERK: PROP ADMIN)	33
A 3650	MONTHLY REPORT FROM THE LOCAL TOURISM ASSOCIATIONS – MAY 2018 (12/2/3/3) MANAGER: SOCIAL DEVELOPMENT	40
A 3651	APPLICATION TO PURCHASE ERF 1822, BONNIEVALE (7/2/3/2/2) (PRINCIPAL CLERK: PROP ADMIN)	41
A 3652	APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR A PORTION OF SKILPADHOOGTE (3.3 HA), MCGREGOR (7/2/3/1/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	45
A 3653	PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD APRIL - JUNE 2018 (LED DEPARTMENT) (9/2/1/9)	50
A 3654	RESUBMISSION: PROPOSED BREEDE RIVER TOURISM CORRIDOR (12/2/3/3) MANAGER: SOCIAL DEVELOPMENT	53
A 3655	REDUCTION OF CONTRIBUTION TO BULK CIVIL ENGINEERING SERVICES: MONTAGU FOODS (5/5/1): DIRECTOR ENGINEERING SERVICES.	56
A 3656	RESUBMISSION: PROPOSAL FOR DEVELOPMENT OF ERF 4024, ROBERTSON – AP KRAUKAMP BUILDERS (7/2/3/2/5) (MANAGER: ADMINISTRATIVE SUPPORT)	58
A 3657	RESUBMISSION 2: UMSIZA PLANNING: APPLICATION TO CLOSE AND BUY A PORTION OF ROBERTSON STREET(819M²), ROBERTSON (7/2/3/2/5 17/3/1/6/3/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	64
A 3658	RECONSTRUCTION OF MUNICIPAL STORES AT BONNIEVALE (7/1/4/2/2): DIRECTOR ENGINEERING SERVICES.	70
A 3659	BURSARIES AWARDED TO THE TOP ACHIEVERS OF 2017 - ALL SECONDARY SCHOOLS IN LANGEBERG (OFFICE OF THE MAYOR)	74
A 3660	QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: APRIL - JUNE 2018 (9/2/1/9), DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT	75
A 3661	FINANCIAL REPORTING IN TERMS OF SECTION 71 FOR THE MONTHLY BUDGET STATEMENT & SECTION 52 (D) FOR THE QUARTERLY BUDGET ASSESSMENT STATEMENT FOR JUNE 2018 (9/2/1/3) (CHIEF FINANCIAL OFFICER)	80
A 3662	CHANGING OF TIMES OF PORTFOLIO COMMITTEE MEETINGS (3/2/3/1) (DIRECTOR CORPORATE SERVICES)	81
A 3663	REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS (16/2/1/6): DIRECTOR ENGINEERING SERVICES	82
A 3664	IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR 2017/18 FINANCIAL YEAR (6/1/8) CHIEF FINANCIAL OFFICER	84
A 3665	QUARTERLY REPORT FOR THE PERIOD 1 APRIL 2018 TO 30 JUNE 2018 FOR THE BREËRIVIER WYNLAND LANDELIKE ONTWIKKELINGS VERENIGING (12/2/3/24) MANAGER: SOCIAL DEVELOPMENT	91
A 3666	MONTHLY REPORTS FROM THE LOCAL TOURISM ASSOCIATIONS – JUNE 2018 (12/2/3/3) MANAGER: SOCIAL DEVELOPMENT	92
A 3667	EXPENDITURE OF THE 2017 / 2018 BUDGET MEASURED BY THE TOP LEVEL SDBIP ~ FOURTH QUARTER (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)	93
A3668	SUBMISSION OF MOTION - CLLR S DU PLESSIS – HIGH PRICES OF GRAVES IN ALL OUR TOWNS	94
A 3669	ADDITIONAL FUNDING FOR HOUSING PROJECTS TO BE IMPLEMENTED IN THE 2018/19 FINANCIAL YEAR: (17/5/8/5) (DIRECTORS: ENGINEERING SERVICES & STRATEGY AND SOCIAL DEVELOPMENT)	95
A 3670	INVITATION TO ATTEND A WINTER SCHOOL FOR COUNCILLORS – 15 TO 16 AUGUST 2018 (3/3/4) (MANAGER: GOVERNANCE SUPPORT)	106
A 3671	AUDIT AND PERFORMANCE COMMITTEE: APPROVAL OF CHARTER - 2018 (5/14/R) (CHIEF AUDIT EXECUTIVE)	113
A 3672	INTERNAL AUDIT: QUALITY ASSURANCE & IMPROVEMENT PROGRAM (QAIP) - JULY 2018 (5/14/R) (INTERNAL AUDIT)	125
A 3673	INTERNAL AUDIT: INTERNAL AUDIT CHARTER – 2018 2019 (5/14/R) (INTERNAL AUDIT)	144

APPLICATION TO PURCHASE A PORTION OF MUNICIPAL LAND SITUATED ON ERF 330 - TO THE EASTERN SIDE (±1.97 HA) AND AN EXTRA PORTION TO THE WESTERN SIDE (±1.91 HA), MCGREGOR (7/2/3/2/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Purpose of report

To submit a report to the Mayoral Committee for consideration regarding an application received from Arnold Theron Land Surveyor on behalf of Ms P Werdmuller von Elgg.

Background

The following letter was received from Arnold Theron Surveyor:

" The Municipality has recently taken a decision to sell a portion of Erf 330 McGregor to Ms Patricia Werdmuller Von Elgg. On inspection of the site and after discussions with Ms Werdmuller Von Elgg it was decided to request two alterations to the original sketch plan. Please see attached sketch plan for the total required area on the eastern side up to the dam fence / furrow and an extra portion of land on the western side. The eastern shift of the boundary towards the canal and dam is requested to protect the private road entrance at the main road. It will also assist the Municipality in securing the dam and furrow. The road will be registered as a servitude in favour of the other farm users and the Municipality for access.

The new western boundary will allow the owner to preserve and protect the existing river bed on the western side. We therefor await Municipal comments or agreement on the above request please in order to proceed with the formal subdivision application process."

Comments

A location map is attached.

The Directors and relevant Managers were requested to comment not later than 25 May 2018. The following comments were received:

Comments: Manager: Electrical Engineering Services

The Electrical Department has no objection to the application.
The 11kV line that is encircled in green crosses the proposed portion of land that the applicant wishes to purchase from the Municipality.
The applicant must reroute the line at his cost or register a 12m servitude under the line in favour of Langeberg Municipality.

Comments: Manager: Civil Engineering Services

The first application excluded the portion of road alongside the water treatment works. This is also the road that the municipality travels to allocate the water from the Houtbaai's river. If the road is included in the sale, provision must be made to permanent access for the municipality

Comments: Manager: Town Planning

There is no objection to the proposed eastern expansion (portion A), provided the Department of Transport confirms that the road in question is not a proclaimed Minor Road (the file records show proposals to deproclaim this Minor Rd but I am not sure if this was done).

The proposed western expansion (portion B) is a 1,91ha portion of Erf 330 which is wedged between erven 1329 and 335 McGregor. From a land use planning point of view it would be more rational to consolidate portion

B with Erf 335. However, there is no objection to the proposed consolidation of portion B with erf 1329 provided the owners of erven 1329 and 335 have equal opportunity to apply for the acquisition thereof.

Comments: Department: Transport & Public Works (Mr Andrew Raath)

As per attached Proc.129/1964 and associated plan RL11/189, the proposed eastern expansion (portion A), the road in question is a proclaimed municipal Minor Road No.2, it was not deproclaimed.

Comments: Chief Financial Officer

Immovable property can be sold under the following conditions:

- (a) Must not be used to provide minimum basic services in terms of S 14 of the MFMA.
- (b) The process must be open, fair and transparent.
- (c) Market related rates should be used except when the public interest or the plight of the poor demand otherwise.

Comments: Director: Strategy & Social Development

If we have no use for the land it is recommended sale via public tender processes at a market related price

Comments: Cllr Strauss

Ek beveel hierdie aansoek graag aan.

Comments: Manager: Administrative Support

Taking the comments of the Manager: Town Planning as well as the confirmation of Department: Transport & Public Works into consideration with regards to the application to purchase proposed eastern expansion (portion A), the application is not supported.

It is further recommended that proposed western expansion (portion B), a 1,91ha portion of Erf 330 which is wedged between erven 1329 and 335 McGregor be alienated by way of public tender subject to the applicable conditions.

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)

Dat dit bevestig word dat die gedeelte grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (s14 of the MFMA 2003, Wet 56 van 2003)

2. That the application received from Arnold Theron Land Surveyor on behalf of Ms P Werdmuller von Elgg for the purchase of a portion of municipal land situated on erf 330 to the eastern side, marked portion A (± 1.97 ha), McGregor not be approved seeing that the road in question a proclaimed Minor Road No.2 is.

Dat die aansoek vanaf Arnold Theron Landmeters namens Me P Werdmuller von Elgg om 'n gedeelte munisipale grond geleë aan die oostelike kant, gemerkte gedeelte A (± 1.97 ha), McGregor te koop nie goedgekeur word nie aangesien die pad ter sprake 'n geproklameerde munisipale Sekondêre Pad No.2 is.

3. That a portion of municipal land situated on erf 330 to the western side, marked portion B (± 1.91 ha) which is wedged between erven 1329 and 335, McGregor be alienated by way of public tender subject to the following conditions:

Dat 'n gedeelte van munisipale grond geleë te erf 330 na die westelike kant, gemerkte gedeelte B (±1.91 ha) wat 'n wig tussen erwe 1329 en 335, McGregor is by wyse van openbare tender vervreem word onderhewig aan die volgende voorwaardes:

- 3.1 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.

Dat 'n deposito van 10% betaalbaar sal wees met ondertekening van die koop-ooreenkoms end at die restant van die koopsom betaalbaar is by registrasie.

- 3.2 That the buyer be responsible for all the connection fees for municipal services rendered to the property.

Dat die koper verantwoordelik salwees vir alle aansluitingsfooe vir munisipale dienste gelewer aan die perseel.

- 3.3 That the purchaser be responsible for the cost involved for surveying, rezoning, subdivision, consolidation, surveying, registration of servitudes and registration of the property in his/her name where applicable.

Dat die koper verantwoordelik sal wees vir alle kostes van opmeting, hersonering, onderverdeling, konsolidasie, landmeter, registrasie van die servitute en die registrasie van die eiendom in sy/haar naam waar van toepassing.

- 3.4 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

Dat die kooptransaksie binne 'n periode van 8 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroeplik verval.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 23)

This item served before the Corporate Services Portfolio Committee on 17 July 2018
Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 17 Julie 2018
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)

Dat dit bevestig word dat die gedeelte grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (s14 of the MFMA 2003, Wet 56 van 2003)

2. That the application received from Arnold Theron Land Surveyor on behalf of Ms P Werdmuller von Elgg for the purchase of a portion of municipal land situated on erf 330 to the eastern side, marked portion A (±1.97 ha), McGregor not be approved seeing that the road in question a proclaimed Minor Road No.2 is.

Dat die aansoek vanaf Arnold Theron Landmeters namens Me P Werdmuller von Elgg om 'n gedeelte munisipale grond geleë aan die oostelike kant, gemerkte gedeelte A (±1.97 ha), McGregor te koop nie goedgekeur word nie aangesien die pad ter sprake 'n geproklameerde munisipale Sekondêre Pad No.2 is.

3. That a portion of municipal land situated on erf 330 to the western side, marked portion B (±1.91 ha) which is wedged between erven 1329 and 335, McGregor be alienated by way of public tender subject to the following conditions:

Dat 'n gedeelte van munisipale grond geleë te erf 330 na die westelike kant, gemerkte gedeelte B (±1.91 ha) wat 'n wig tussen erwe 1329 en 335, McGregor is by wyse van openbare tender vervreem word onderhewig aan die volgende voorwaardes:

- 3.1 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.

Dat 'n deposito van 10% betaalbaar sal wees met ondertekening van die koopvooreenkoms end at die restant van die koopsom betaalbaar is by registrasie.

- 3.2 That the buyer be responsible for all the connection fees for municipal services rendered to the property.

Dat die koper verantwoordelik salwees vir alle aansluitingsfooie vir munisipale dienste gelewer aan die perseel.

- 3.3 That the purchaser be responsible for the cost involved for surveying, rezoning, subdivision, consolidation, surveying, registration of servitudes and registration of the property in his/her name where applicable.

Dat die koper verantwoordelik sal wees vir alle kostes van opmeting, hersonering, onderverdeling, konsolidasie, landmeter, registrasie van die servitute en die registrasie van die eiendom in sy/haar naam waar van toepassing.

- 3.4 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

Dat die kooptransaksie binne 'n periode van 8 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroepelik verval.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 23)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

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)

Dat dit bevestig word dat die gedeelte grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (s14 of the MFMA 2003, Wet 56 van 2003)

2. That the application received from Arnold Theron Land Surveyor on behalf of Ms P Werdmuller von Elgg for the purchase of a portion of municipal land situated on erf 330 to the eastern side, marked portion A (±1.97 ha), McGregor not be approved seeing that the road in question a proclaimed Minor Road No.2 is.

Dat die aansoek vanaf Arnold Theron Landmeters namens Me P Werdmuller von Elgg om 'n gedeelte munisipale grond geleë aan die oostelike kant, gemerkte gedeelte A (±1.97 ha), McGregor te koop nie goedgekeur word nie aangesien die pad ter sprake 'n geproklameerde munisipale Sekondêre Pad No.2 is.

3. That a portion of municipal land situated on erf 330 to the western side, marked portion B (±1.91 ha) which is wedged between erven 1329 and 335, McGegor be alienated by way of public tender subject to the following conditions:

Dat 'n gedeelte van munisipale grond geleë te erf 330 na die westelike kant, gemerkte gedeelte B (±1.91 ha) wat 'n wig tussen erwe 1329 en 335, McGregor is by wyse van openbare tender vervreem word onderhewig aan die volgende voorwaardes:

- 3.1 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.

Dat 'n deposito van 10% betaalbaar sal wees met ondertekening van die koopooreenkoms end at die restant van die koopsom betaalbaar is by registrasie.

- 3.2 That the buyer be responsible for all the connection fees for municipal services rendered to the property.

Dat die koper verantwoordelik salwees vir alle aansluitingsfooie vir munisipale dienste gelever aan die perseel.

- 3.3 That the purchaser be responsible for the cost involved for surveying, rezoning, subdivision, consolidation, surveying, registration of servitudes and registration of the property in his/her name where applicable.

Dat die koper verantwoordelik sal wees vir alle kostes van opmeting, hersonering, onderverdeling, konsolidasie, landmeter, registrasie van die serwitute en die registrasie van die eiendom in sy/haar naam waar van toepassing.

- 3.4 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

Dat die kooptransaksie binne 'n periode van 8 maabde vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroepelik verval.

RESUBMISSION: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT OR THE PURCHASE FOR A PORTION OF SKILPADHOOGTE, (2.7 HA), MCGREGOR (7/2/3/1/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Purpose of report

To resubmit a report to the Mayoral Committee for consideration regarding an application received from Mr PJ October.

Background

The following letter was received from Mr PJ October:

*" Met hierdie skrywe doen ek, Mnr PJ October aansoek om my huurooreenkoms , gedeelte van Skilpadhoogte (2.7 ha), McGregor weer te henu. ...
Ek verneem ook graag of my hernuwings ooreenkoms nie verleng kan word en wel vanaf 31 Julie 2017 tot 31 Julie 2022 nie. Ek het reeds die grond voorberei vir my diere vir wieding en gesaaides.
Ek sal dit baie waardeer indien my aansoek goedgegunstig oorweeg sal word."*

Comments

A location map is attached to this report.

This item served on 16 August 2017 under Item B 5229 before the Executive Mayoral Committee and was the following decision taken:

1. *That the application received from Mr October to renew the lease agreement for a portion of Skilpadhoogte (2.7ha), McGregor not be approved.*
2. *That a portion of Skilpadhoogte (2.7 ha), McGregor be leased by public tender for a period of 3 years subject to the following conditions:*
 - 2.1. *That it be confirmed that the portions 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)*
 - 2.2. *That the land be leased at a market related tariff and the Lessee be responsible for the cost of the lease related certificate. The rental amount will escalate annually with a percentage that will be determined by the yearly CPI.*
 - 2.3. *That all cattle be branded and the brand mark with the owner's particulars be submitted to the Municipality for control purposes.*
 - 2.4. *That all animals be kept and cared for in accordance with the requirements set out by the Department: Agriculture and the SPCA.*
 - 2.5. *That all animals receive additional feed and not be dependant only on natural grazing and that the SPCA monitor that the cattle do indeed receive the additional feed.*
 - 2.6. *That the portions of land be suitably fenced to ensure that the cattle remain on the land at all times and that the fencing cost as well as the maintenance thereof be for the Lessee.*
 - 2.7. *That if any Municipal services are utilized, it be for the account of the Lessee.*
 - 2.8. *That Skilpadhoogte be leased without water or the right to any water sources.*

- 2.9. That the Lessee for Skilpadhoogte may utilize the water from the Houtbaai River Canal, but subject to the requirements as strictly stipulated by the Vrolikheid Water Users Association. This water may not be used for irrigation purposes but only as drinking water for the animals.

Further comments:

A tender in this regard was done and it was awarded to Mr PJ October. Before the lease agreement was entered into, the following letter was received from Mr PJ October:

"Met hierdie skrywe doen ek Mnr PJ October graag aansoek op die aanbeveling van die Minister Mnr Allen Winde, om die verlenging van my bestaande huurooreenkoms gedeelte van Skilpadhoogte (2.7 ha), McGregor vanaf 3 jaar na 9 jaar en 11 maande , met die opsie om te koop.

Ek het reeds die grond voorberei vir my diere vir weiding, gesaaides en die aanplant van bome. Ek kan die grond beter benut met 'n langtermyn tot my beskikking.

Ek sal dit baie waardeer indien die verlenging van my huurooreenkoms aansoek goedgunstig oorweeg sal word.

Met groot dank."

The Directors and relevant Managers were requested to comment not later than 25 May 2018. The following comments were received:

Comments: Manager: Electrical Engineering Services

The Electrical Department has no objection to the application.

Comments: Manager: Social Development

The extension of the lease agreement or the sale of this land, known as Skilpadshoogte, is supported. Small scale farmers can obtain support from the Department: Agriculture far easier if they can produce a long term lease agreement or ownership of land

Comments: Manager: Town Planning

The application to renew the lease agreement for agricultural purposes is supported in principle

Comments: Manager: Civil Engineering Services

We do not have any civil engineering services that will be affected by this lease and therefore we do not have any objections.

Comments: Director: Strategy & Social Development

No objection to the renewal if we follow the due process in terms of MFMA

Comments: Chief Financial Officer

Immovable property can be sold or let under the following conditions:

- a) Must not be used to provide minimum basic services in terms of S 14 of the MFMA.
- b) The process must be open, fair and transparent.
- c) Market related rates should be used except when the public interest or the plight of the poor demands otherwise.

Comments: Cllr Strauss

Beveel graag aan.

Comments: Manager: Administrative Support

Mr October leased Skilpadhoogte for many years and when his last lease agreement ends, the Mayoral Committee resolved on 16 August 2017 under item B5229 that Skilpadhoogte must be leased by way of public tender for a period of three years subject to the applicable conditions. Mr October was the only tenderer who tendered for this portion of land when it was advertised.

Before the lease agreement could have been entered into, a meeting was held with Minister Winde and the McGregor Small Scale Farmers. During this meeting Minister Winde made an appeal to the Municipality to consider leasing municipal land to the small scale farmers for a longer period of three (3) years. This application of Mr October is now a result of the request of Minister Winde.

Taking into consideration that the leasing of Skilpadhoogte was by way of public tender and Mr October was the only person who tendered, is the application to lease this portion of land for a period of 9 years 11 months supported subject to the conditions applicable for the leasing of municipal property.

Mr October's application to purchase the portion of land is not supported. It is recommended that an investigation be done to all agriculture portions of land and that a report in this regard be submitted to Council to take an informed decision in this regard.

Recommendation/Aanbeveling

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

Dat dit bevestig word dat die gedeeltes grond nie benodig word vir verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 of MFMA 2003, Wet 56 van 2003)

2. That the application received from Mr October to lease a portion of Skilpadhoogte (2.7 ha), McGregor be approved in principle and the intention of the Municipality to lease the property for a period of 9 years 11 months be advertised for comments.

Dat die aansoek vanaf Mnr October vir die huur van 'n gedeelte van Skilpadhoogte (2.7 ha), McGregor in beginsel goedgekeur word end at die voorneme van die Munisipaliteit om die eiendom te verhuur vir 'n periode van 9 jaar 11 maande, geadverteer word vir kommentaar.

3. That after the period for comments has lapsed and if no objections were received, the intention of the Municipality to lease the property for a period of 9 years 11 months be communicated to National Treasury and if no written views or objections were receive , lease be proceeded with, subject to the following conditions:

Dat na die tydperk vir kommentare verstryk het geen besware ontvang is nie, die voorneme van die Munisipaliteit om die eindom te verhuur vir 'n periode van 9 jaar 11 maande aan Nasionale Tesourie gekommunikeer word en indien geen geskrewe opinies en besware ontvang word nie, daar voort gegaan word met die verhuring, onderworpe aan die volgende voorwaardes:

- 3.1 That the portions be leased at a market related tariff. The rental amount will escalate annually with a percentage that will be determine by the yearly CPIX.

Dat die gedeeltes verhuur word teen 'n markverwante tarief. Die huurtarief sal jaarliks eskaleer met 'n persentasie wat bepaal word deur die VPI.

- 3.2 That all cattle be branded and the brand mark with the owner's particulars be submitted to the Municipality for control purposes.

Dat alle beeste gebrandmerk word en dat die brandmerk met die eienaar se besonderhede by die Munisipaliteit ingedien word vir beheer doeleindes.

- 3.3 That all animals be kept and cared for in accordance with the requirements set out by the Department Agriculture and the SPCA.

Dat alle diere aangehou en versorg word volgens die vereistes van die Departement Landbou en die DBV.

- 3.4 That all animals receive additional feed and not be dependant only on natural grazing and that the SPCA monitor that the cattle do indeed receive the additional feed.

Dat alle diere bykomstige voeding ontvang en nie afhanklik van natuurlike weiding sal wees nie en dat die DBV monitor dat die beeste wel addisionele voeding ontvang.

- 3.5 That the portions of land be suitable fenced to ensure that the cattle remain on the land at all times and that the fencing cost as well as the maintenance thereof be for the Lessee.

Dat die gedeeltes behoorlik omhein word om te verseker dat die beeste ten alle tye op die grond bly en die koste hiervan sowel as die instandhouding daarvan deur die Huurder gedra word.

- 3.6 That if any Municipal services are utilized, it be for the account of the Lessee.

Dat indien enige Munisipale dienste gebruik word, dit vir die rekening van die HUurder sal wees.

- 3.7 That Skilpadhoogte (2.7 ha), McGregor be leased without water or the right to any water sources.

Dat Skilpadhoogte (2.7 ha), McGregor verhuur word sonder enige water of regte tot enige waterbronne.

- 3.8 That the Lessee of Skilpadhoogte (2.7 ha), McGregor may utilized the water from the Houtbaai River Canal, but subject to the requirements as strictly stipulated by the Vrolikheid Water Users Association. This water may not be used for irrigation purposes but only as drinking water for the animals.

Dat die Huurder van Skilpadhoogte (2.7 ha), McGregor die water van die Houtbaai Rivier Kanaal mag gebruik maar onderworpe aan die streng maatreëls van die Vrolikheid Watergebruikers Vereniging. Hierdie water mag nie vir besproeiingdoeleindes gebruik word nie, maar slegs as drinkwater vir die diere.

4. That the application to purchase the portion of land, Skilpadhoogte (2.7 ha), McGregor not be supported. That an investigation be done into all municipal land that is available for agriculture purposes and that a report in this regard be submitted to Council to take an informed decision in this regard.

Dat die aansoek vir die koop van 'n gedeelte grond, Skilpadhoogte (2.7 ha), McGregor nie goedgekeur word nie. Dat 'n ondersoek geloods word na alle gedeeltes munisipale grond wat beskikbaar is vir landbou doeleindes eend at 'n verslag in die verband voorgelê word aan die Raad om 'n ingeligte besluit in die verband te neem.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 28)

This item served before the Corporate Services Portfolio Committee on 17 July 2018
Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 17 Julie 2018
Aanbeveling / Recommendation

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

Dat dit bevestig word dat die gedeeltes grond nie benodig word vir verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 of MFMA 2003, Wet 56 van 2003)

2. That the application received from Mr October to lease a portion of Skilpadhoogte (2.7 ha), McGregor be approved in principle and the intention of the Municipality to lease the property for a period of 9 years 11 months be advertised for comments.

Dat die aansoek vanaf Mnr October vir die huur van 'n gedeelte van Skilpadhoogte (2.7 ha), McGregor in beginsel goedgekeur word end at die voorneme van die Munisipaliteit om die eiendom te verhuur vir 'n periode van 9 jaar 11 maande, geadverteer word vir kommentaar.

3. That after the period for comments has lapsed and if no objections were received, the intention of the Municipality to lease the property for a period of 9 years 11 months be communicated to National Treasury and if no written views or objections were receive , lease be proceeded with, subject to the following conditions:

Dat na die tydperk vir kommentare verstryk het geen besware ontvang is nie, die voorneme van die Munisipaliteit om die eiendom te verhuur vir 'n periode van 9 jaar 11 maande aan Nasionale Tesourie gekommunikeer word en indien geen geskrewe opinies en besware ontvang word nie, daar voort gegaan word met die verhuring, onderworpe aan die volgende voorwaardes:

- 3.1 That the portions be leased at a market related tariff. The rental amount will escalate annually with a percentage that will be determine by the yearly CPIX.

Dat die gedeeltes verhuur word teen 'n markverwante tarief. Die huurtarief sal jaarliks eskaleer met 'n persentasie wat bepaal word deur die VPI.

- 3.2 That all cattle be branded and the brand mark with the owner's particulars be submitted to the Municipality for control purposes.

Dat alle beeste gebrandmerk word en dat die brandmerk met die eienaar se besonderhede by die Munisipaliteit ingedien word vir beheer doeleindes.

- 3.3 That all animals be kept and cared for in accordance with the requirements set out by the Department Agriculture and the SPCA.

Dat alle diere aangehou en versorg word volgens die vereistes van die Departement Landbou en die DBV.

- 3.4 That all animals receive additional feed and not be dependant only on natural grazing and that the SPCA monitor that the cattle do indeed receive the additional feed.

Dat alle diere bykomstige voeding ontvang en nie afhanklik van natuurlike weiding sal wees nie en dat die DBV monitor dat die beeste wel addisionele voeding ontvang.

- 3.5 That the portions of land be suitable fenced to ensure that the cattle remain on the land at all times and that the fencing cost as well as the maintenance thereof be for the Lessee.

Dat die gedeeltes behoorlik omhein word om te verseker dat die beeste ten alle tye op die grond bly en die koste hiervan sowel as die instandhouding daarvan deur die Huurder gedra word.

- 3.6 That if any Municipal services are utilized, it be for the account of the Lessee.

Dat indien enige Munisipale dienste gebruik word, dit vir die rekening van die HURder sal wees.

- 3.7 That Skilpadhoogte (2.7 ha), McGregor be leased without water or the right to any water sources.

Dat Skilpadhoogte (2.7 ha), McGregor verhuur word sonder enige water of regte tot enige waterbronne.

- 3.8 That the Lessee of Skilpadhoogte (2.7 ha), McGregor may utilized the water from the Houtbaai River Canal, but subject to the requirements as strictly stipulated by the Vrolikheid Water Users Association. This water may not be used for irrigation purposes but only as drinking water for the animals.

Dat die HURder van Skilpadhoogte (2.7 ha), McGregor die water van die Houtbaai Rivier Kanaal mag gebruik maar onderworpe aan die streng maatreëls van die Vrolikheid Watergebruikers Vereniging. Hierdie water mag nie vir besproeiingdoeleindes gebruik word nie, maar slegs as drinkwater vir die diere.

4. That the application to purchase the portion of land, Skilpadhoogte (2.7 ha), McGregor not be supported. That an investigation be done into all municipal land that is available for agriculture purposes and that a report in this regard be submitted to Council to take an informed decision in this regard.

Dat die aansoek vir die koop van 'n gedeelte grond, Skilpadhoogte (2.7 ha), McGregor nie goedgekeur word nie. Dat 'n ondersoek geloods word na alle gedeeltes munisipale grond wat beskikbaar is vir landbou doeleindes eend at 'n verslag in die verband voorgelê word aan die Raad om 'n ingeligte besluit in die verband te neem.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 28)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

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

Dat dit bevestig word dat die gedeeltes grond nie benodig word vir verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 of MFMA 2003, Wet 56 van 2003)

2. That the application received from Mr October to lease a portion of Skilpadhoogte (2.7 ha), McGregor be approved in principle and the intention of the Municipality to lease the property for a period of 9 years 11 months be advertised for comments.

Dat die aansoek vanaf Mnr October vir die huur van 'n gedeelte van Skilpadhoogte (2.7 ha), McGregor in beginsel goedgekeur word end at die voorneme van die Munisipaliteit om die eiendom te verhuur vir 'n periode van 9 jaar 11 maande, geadverteer word vir kommentaar.

3. That after the period for comments has lapsed and if no objections were received, the intention of the Municipality to lease the property for a period of 9 years 11 months be communicated to National Treasury and if no written views or objections were receive , lease be proceeded with, subject to the following conditions:

Dat na die tydperk vir kommentare verstryk het geen besware ontvang is nie, die voorneme van die Munisipaliteit om die eindom te verhuur vir 'n periode van 9 jaar 11 maande aan Nasionale Tesourie gekommunikeer word en indien geen geskrewe opinies en besware ontvang word nie, daar voort gegaan word met die verhuring, onderworpe aan die volgende voorwaardes:

- 3.1 That the portions be leased at a market related tariff. The rental amount will escalate annually with a percentage that will be determine by the yearly CPIX.

Dat die gedeeltes verhuur word teen 'n markverwante tarief. Die huurtarief sal jaarliks eskaleer met 'n persentasie wat bepaal word deur die VPI.

- 3.2 That all cattle be branded and the brand mark with the owner's particulars be submitted to the Municipality for control purposes.

Dat alle beeste gebrandmerk word en dat die brandmerk met die elenaar se besonderhede by die Munisipaliteit ingedien word vir beheer doeleindes.

- 3.3 That all animals be kept and cared for in accordance with the requirements set out by the Department Agriculture and the SPCA.

Dat alle diere aangehou en versorg word volgens die vereistes van die Departement Landbou en die DBV.

- 3.4 That all animals receive additional feed and not be dependant only on natural grazing and that the SPCA monitor that the cattle do indeed receive the additional feed.

Dat alle diere bykomstige voeding ontvang en nie afhanklik van natuurlike weiding sal wees nie en dat die DBV monitor dat die beeste wel addisionele voeding ontvang.

- 3.5 That the portions of land be suitable fenced to ensure that the cattle remain on the land at all times and that the fencing cost as well as the maintenance thereof be for the Lessee.

Dat die gedeeltes behoorlik omhein word om te verseker dat die beeste ten alle tye op die grond bly en die koste hiervan sowel as die instandhouding daarvan deur die Huurder gedra word.

- 3.6 That if any Municipal services are utilized, it be for the account of the Lessee.

Dat indien enige Munisipale dienste gebruik word, dit vir die rekening van die HUurder sal wees.

- 3.7 That Skilpadhoogte (2.7 ha), McGregor be leased without water or the right to any water sources.

Dat Skilpadhoogte (2.7 ha), McGregor verhuur word sonder enige water of regte tot enige waterbronne.

- 3.8 That the Lessee of Skilpadhoogte (2.7 ha), McGregor may utilized the water from the Houtbaai River Canal, but subject to the requirements as strictly stipulated by the Vrolikheid Water Users Association. This water may not be used for irrigation purposes but only as drinking water for the animals.

Dat die Huurder van Skilpadhoogte (2.7 ha), McGregor die water van die Houtbaai Rivier Kanaal mag gebruik maar onderworpe aan die streng maatreëls van die Vrolikheid Watergebruikers Vereniging. Hierdie water mag nie vir besproeiingdoeleindes gebruik word nie, maar slegs as drinkwater vir die diere.

4. That the application to purchase the portion of land, Skilpadhoogte (2.7 ha), McGregor not be supported. That an investigation be done into all municipal land that is available for agriculture purposes and that a report in this regard be submitted to Council to take an informed decision in this regard.

Dat die aansoek vir die koop van 'n gedeelte grond, Skilpadhoogte (2.7 ha), McGregor nie goedgekeur word nie. Dat 'n ondersoek geloods word na alle gedeeltes munisipale grond wat beskikbaar is vir landbou doeleindes eend at 'n verslag in die verband voorgelê word aan die Raad om 'n ingeligte besluit in die verband te neem.

LANGEBERG ASSOCIATED WINERIES: APPLICATION TO PURCHASE MUNICIPAL LAND, A PORTION OF ERF 2 (±1 HA) ALONG THE MCGREGOR ROAD, ROBERTSON (7/2/3/1/5 (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Purpose of report

To submit a report to the Mayoral Committee for consideration regarding an application received from Mr P Marais on behalf of Langeberg Winery.

Background

The following letter was received from Mr P Marais:

"I, Paul René Marias, being a director of Langeberg Associated Wineries, hereby offer to purchase the abovementioned property at a price of R350 000.00 .

Comments

A location map is attached.

The Directors and relevant Managers were requested to comment not later than 25 May 2018. The following comments were received:

Comments: Manager: Administrative Support

The following resolution was taken during an Ordinary Meeting of Council on 21 February 2017 under item A3363:

1. *"That it be confirmed that a portion of Erf2, Robertson as referred to in the report, is not needed to provide the minimum level of basic municipal services (S14 of the MFMA of 2003, Act 56 of 2003).*
2. *That the application received from Mr H van Niekerk to lease a portion of erf2, Robertson for a period of 9 years and 11 months not be approved but that the portion be offered to Mr van Niekerk to purchase at a market related value.*
 - 2.1 *That the intention of the Municipality to alienate the property to Mr van Niekerk be advertised for comments before the Deed of Sale is finalized. If no objections have been received, the property be alienated to Mr van Niekerk at a market related price subject to the following conditions:*
 - 2.2 *That no portion of land which forms part of a Critical Biodiversity Area along the Hoops River must be maintained as a natural area as part of the riverine corridor which is important ecologically and for flood mitigation.*
 - 2.3 *That all relevant legislation, including the Environmental Impact Assessment Regulations in terms of NEMA No. 107 of 1998 and the Conservation of Agricultural Resources Act 43 of 1983 must be adhered to before the Deed of Sale is finalized.*
 - 2.4 *That the applicant be responsible to register a servitude of ±400m x 6m for the 11 Kv electrical line that crosses this portion of land and that the future maintenance of this servitude area be for the account of the applicant. The Electrical personnel of the Municipality must have access to line at all times.*
 - 2.5 *That all costs involved with finalization of this transaction and the registration of the servitude be for the account of the applicant.*
3. *That if any objections have been received, the application be referred back to the Mayoral Committee for consideration.*
4. *That the land be utilized for empowerment."*

After the conditions were accepted by Mr van Niekerk, he indicated that the Deed of Sale must be between Langeberg Municipality and Langeberg Associated Wineries (Pty) Ltd and represented by Paul René Marais. Seeing that the application received from Mr van Niekerk never indicated that the application is on behalf of Langeberg Associated Wineries (Pty) Ltd, the decision was taken to alienate the property to Mr van Niekerk. A resubmission was done and Council resolved on 27 March 2018 under item A3582 as follow:

1. *"That the resolution taken under item A3363 be revoked.*
2. *That it be confirmed that municipal land, a portion of erf 2, Robertson is not needed for the provision of the minimum level of basic municipal services S14 of the MFMA 2003, Act 53 of 2003).*
3. *That Langeberg Associated Wineries (Pty) Ltd, if they want to purchase the land, must apply and not someone else who is not the buyer."*

Manager: Civil Engineering Services

The Civil Engineering services do not supply any water- or sewer services to this portion of land but, the sale of the land must be subject to the determination of whether or not the effluent pipe of the sewage works is within or outside of the section. If within the portion of land, a servitude is to be registered to accommodate the effluent pipe of the sewage works.

Comments: Director: Strategy & Social Development

If not needed, should be alienated via public tender.

Comments: Manager: Town Planning

There is no objection from a land use planning point of view to the lease of portion of Erf 2 to the adjoining farm owner subject to the following conditions:

- The boundaries of the leased portion are as shown on the attached plan/s.
- This portion of land forms part of a Critical Biodiversity Area along the Hoops River and must be maintained as a natural area as part of the riverine corridor which is important ecologically and for flood mitigation.
- The use of this land is subject to all relevant legislation, including the Environmental Impact Assessment regulations in terms of NEMA No. 107 of 1998 and the Conservation of Agricultural Resources Act 43 of 1983.

Comments: Manager: Electrical Engineering Services

The Electrical Department has no objection to the application.

The 11kV lines that are encircled in green crosses the proposed portion of land that the applicant wants to purchase from the Municipality.

The applicant must reroute the line at his cost or register a 12m servitude under the line in favour of Langeberg Municipality.

Comments: Chief Financial Officer

Immovable property can be sold under the following conditions:

- (a) Must not be used to provide minimum basic services in terms of S 14 of the MFMA.
- (b) The process must be open, fair and transparent.
- (c) Market related rates should be used except when the public interest or the plight of the poor demands otherwise.

Comments: Cllr Shibili

The application is not supported

Comments: Manager: Administrative Support

Taking the comments received into consideration, is it recommended that the property be alienated by way of public tender subject to the conditions applicable.

Recommendation/Aanbeveling

1. That it be confirmed that a portion of Erf 2 (± 1 ha) along the McGregor Road, Robertson as referred to in the report, is not needed to provide the minimum level of basic municipal services (S14 of the MFMA of 2003, Act 56 of 2003).

Dat dit bevestig word dat die gedeelte van Erf2 (± 1 ha) langs die McGregor Pad, Robertson nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie (S14 van die MFMA 2003, Wet 56 van 2003).

2. That the application received from Mr P Marais on behalf of Langeberg Associated Wineries to purchase a portion of municipal land situated on erf 2 (± 1 ha) along the McGregor, Robertson not be approved.

Dat die aansoek ontvang van Mnr P Marais namens Langeberg Associated Wineries om 'n gedeelte munisipale grond geleë te erf2 (± 1 ha) langs die McGregor Pad, Robertson te koop nie goedgekeur word nie.

3. That a portion of municipal land situated on erf2 (± 1 ha) along the McGregor Road, Robertson be alienated at a market related price by way of public tender subject to the following conditions:

Dat 'n gedeelte van munisipale grond geleë te erf2 (± 1 ha) langs die McGregor Pad, Robertson verkoop word teen 'n markverwante prys by wyse van openbare tender vervreem word onderhewig aan die volgende voorwaardes:

- 3.1 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.

Dat 'n deposito van 10% betaalbaar sal wees met ondertekening van die koop-ooreenkoms en dat die restant van die koopsom betaalbaar is by registrasie.

- 3.2 That the buyer be responsible for all connection fees for municipal services rendered to the property.

Dat die koper verantwoordelik sal wees vir alle aansluitingsfooie vir munisipale dienste gelewer aan die perseel.

- 3.3 That this portion of land which forms part of a Critical Biodiversity Area along the Hoopsriver must be maintained as a natural area as part of the riverine corridor which is important ecologically and for flood mitigation.

Dat aangesien hierdie gedeelte grond wat deel vorm van die Kritiese Biodiversiteits Area langs die Hoopsrivier, moet dit onderhou word as 'n natuurlike area wat deel vorm van die rivier korridor wat ekologies belangrik is en vir vloedbeheer.

- 3.4 That all relevant legislation, including the Environmental Impact Assessment regulations in terms of NEMA No. 107 of 1998 and the Conservation of Agricultural Resources Act 43 of 1983 must be adhered to before the deed of sale is finalized.

Dat daar voldoen word aan alle relevante wetgewing, insluitend die Omgewings Impak Asseserings Regulasies in terme van NEMA No.107 Wet van 1998 en die Bewaring van Landbou Hulpbronne Wet 43 van 1983 voordat die koop-ooreenkoms gefinaliseer word.

- 3.5 That the purchaser be responsible to reroute the 11Kv line that crosses the proposed portion of land or register a 12m servitude under the line in favour of Langeberg Municipality for the account of the applicant. The Electrical personnel of the Municipality must have access to the line at all times.

Dat die koper verantwoordelik sal wees om die 11Kv lyn wat hierdie gedeelte grond kruis te verlê of 'n 12m servituut onder die lyn te registreer in guns van Langeberg Munisipaliteit vir die rekening van die applikant. Die Elektriese personeel van die Munisipaliteit moet ten alle tye toegang hê tot die lyn.

- 3.6 That the purchaser be responsible to register a servitude to accommodate the effluent pipe of the sewerage works if it is found that the effluent pipe of the sewerage works are within this portion of land.

Dat die koper verantwoordelik sal wees om 'n servituut te registreer om die afval water uitlooppyp van die rioolwerke te akkomodeer indien dit gevind word dat voormelde pyp binne hierdie gedeelte grond geleë is.

- 3.7 That the purchaser be responsible for the cost involved for surveying, rezoning, subdivision, consolidation, surveying, registration of servitudes and registration of the property in his/her name where applicable.

Dat die koper verantwoordelik sal wees vir alle kostes van opmeting, hersonering, onderverdeling, landmeter, registrasie van die servitude en registrasie van die eiendom in sy/haar naam waar van toepassing.

- 3.8 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

Dat die kooptransaksie binne 'n periode van 8 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroeplik verval.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 33, 34)

This item served before the Corporate Services Portfolio Committee on 17 July 2018
Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 17 Julie 2018
Aanbeveling / Recommendation

1. That it be confirmed that a portion of Erf 2 (±1 ha) along the McGregor Road, Robertson as referred to in the report, is not needed to provide the minimum level of basic municipal services (S14 of the MFMA of 2003, Act 56 of 2003).

Dat dit bevestig word dat die gedeelte van Erf2 (±1 ha) langs die McGregor Pad, Robertson nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie (S14 van die MFMA 2003, Wet 56 van 2003).

2. That the application received from Mr P Marais on behalf of Langeberg Associated Wineries to purchase a portion of municipal land situated on erf 2 (±1 ha) along the McGregor, Robertson not be approved.

Dat die aansoek ontvang van Mnr P Marais namens Langeberg Associated Wineries om 'n gedeelte munisipale grond geleë te erf2 (±1 ha) langs die McGregor Pad, Robertson te koop nie goedgekeur word nie.

3. That a portion of municipal land situated on erf2 (±1 ha) along the McGregor Road, Robertson be alienated at a market related price by way of public tender subject to the following conditions:

Dat 'n gedeelte van munisipale grond geleë te erf2 (± 1 ha) langs die McGregor Pad, Robertson verkoop word teen 'n markverwante prys by wyse van openbare tender vervreem word onderhewig aan die volgende voorwaardes:

- 3.1 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.

Dat 'n deposito van 10% betaalbaar sal wees met ondertekening van die koopvooreenkoms en dat die restant van die koopsom betaalbaar is by registrasie.

- 3.2 That the buyer be responsible for all connection fees for municipal services rendered to the property.

Dat die koper verantwoordelik sal wees vir alle aansluitingsfooie vir munisipale dienste gelewer aan die perseel.

- 3.3 That this portion of land which forms part of a Critical Biodiversity Area along the Hoopsriver must be maintained as a natural area as part of the riverine corridor which is important ecologically and for flood mitigation.

Dat aangesien hierdie gedeelte grond wat deel vorm van die Kritiese Biodiversiteits Area langs die Hoopsrivier, moet dit onderhou word as 'n natuurlike area wat deel vorm van die rivier korridor wat ekologies belangrik is en vir vloedbeheer.

- 3.4 That all relevant legislation, including the Environmental Impact Assessment regulations in terms of NEMA No. 107 of 1998 and the Conservation of Agricultural Resources Act 43 of 1983 must be adhered to before the deed of sale is finalized.

Dat daar voldoen word aan alle relevante wetgewing, insluitend die Omgewings Impak Asseserings Regulasies in terme van NEMA No.107 Wet van 1998 en die Bewaring van Landbou Hulpbronne Wet 43 van 1983 voordat die koopvooreenkoms gefinaliseer word.

- 3.5 That the purchaser be responsible to reroute the 11Kv line that crosses the proposed portion of land or register a 12m servitude under the line in favour of Langeberg Municipality for the account of the applicant. The Electrical personnel of the Municipality must have access to the line at all times.

Dat die koper verantwoordelik sal wees om die 11Kv lyn wat hierdie gedeelte grond kruis te verlé of 'n 12m serwituut onder die lyn te registreer in guns van Langeberg Munisipaliteit vir die rekening van die applikant. Die Elektriese personeel van die Munisipaliteit moet ten alle tye toegang hê tot die lyn.

- 3.6 That the purchaser be responsible to register a servitude to accommodate the effluent pipe of the sewerage works if it is found that the effluent pipe of the sewerage works are within this portion of land.

Dat die koper verantwoordelik sal wees om 'n serwituut te registreer om die afval water uitlooppyp van die rioolwerke te akkomodeer indien dit gevind word dat voormelde pyp binne hierdie gedeelte grond geleë is.

- 3.7 That the purchaser be responsible for the cost involved for surveying, rezoning, subdivision, consolidation, surveying, registration of servitudes and registration of the property in his/her name where applicable.

Dat die koper verantwoordelik sal wees vir alle kostes van opmeting, hersonering, onderverdeling, landmeter, registrasie van die serwitute en registrasie van die eiendom in sy/haar naam waar van toepassing.

- 3.8 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

Dat die kooptransaksie binne 'n periode van 8 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroeplik verval.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 33, 34)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

1. That it be confirmed that a portion of Erf 2 (±1 ha) along the McGregor Road, Robertson as referred to in the report, is not needed to provide the minimum level of basic municipal services (S14 of the MFMA of 2003, Act 56 of 2003).

Dat dit bevestig word dat die gedeelte van Erf2 (±1 ha) langs die McGregor Pad, Robertson nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie (S14 van die MFMA 2003, Wet 56 van 2003).

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Dat die aansoek ontvang van Mnr P Marais namens Langeberg Associated Wineries om 'n gedeelte munisipale grond geleë te erf2 (±1 ha) langs die McGregor Pad, Robertson te koop nie goedgekeur word nie.

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Dat 'n gedeelte van munisipale grond geleë te erf2 (±1 ha) langs die McGregor Pad, Robertson verkoop word teen 'n markverwante prys by wyse van openbare tender vervreem word onderhewig aan die volgende voorwaardes:

- 3.1 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.

Dat 'n deposito van 10% betaalbaar sal wees met ondertekening van die koopooreenkoms en dat die restant van die koopsom betaalbaar is by registrasie.

- 3.2 That the buyer be responsible for all connection fees for municipal services rendered to the property.

Dat die koper verantwoordelik sal wees vir alle aansluitingsfooie vir munisipale dienste gelewer aan die perseel.

- 3.3 That this portion of land which forms part of a Critical Biodiversity Area along the Hoopsriver must be maintained as a natural area as part of the riverine corridor which is important ecologically and for flood mitigation.

Dat aangesien hierdie gedeelte grond wat deel vorm van die Kritiese Biodiversiteits Area langs die Hoopsrivier, moet dit onderhou word as 'n natuurlike area wat deel vorm van die rivier korridor wat ekologies belangrik is en vir vloedbeheer.

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Dat daar voldoen word aan alle relevante wetgewing, insluitend die Omgewings Impak Asseserings Regulasies in terme van NEMA No.107 Wet van 1998 en die Bewaring van Landbou Hulpbronne Wet 43 van 1983 voordat die koop-ooreenkoms gefinaliseer word.

- 3.5 That the purchaser be responsible to reroute the 11Kv line that crosses the proposed portion of land or register a 12m servitude under the line in favour of Langeberg Municipality for the account of the applicant. The Electrical personnel of the Municipality must have access to the line at all times.

Dat die koper verantwoordelik sal wees om die 11Kv lyn wat hierdie gedeelte grond kruis te verlei of 'n 12m servituut onder die lyn te registreer in guns van Langeberg Munisipaliteit vir die rekening van die applikant. Die Elektriese personeel van die Munisipaliteit moet ten alle tye toegang hê tot die lyn.

- 3.6 That the purchaser be responsible to register a servitude to accommodate the effluent pipe of the sewerage works if it is found that the effluent pipe of the sewerage works are within this portion of land.

Dat die koper verantwoordelik sal wees om 'n servituut te registreer om die afval water uitlooppyp van die rioolwerke te akkomodeer indien dit gevind word dat voormelde pyp binne hierdie gedeelte grond geleë is.

- 3.7 That the purchaser be responsible for the cost involved for surveying, rezoning, subdivision, consolidation, surveying, registration of servitudes and registration of the property in his/her name where applicable.

Dat die koper verantwoordelik sal wees vir alle kostes van opmeting, hersonering, onderverdeling, landmeter, registrasie van die servitude en registrasie van die eiendom in sy/haar naam waar van toepassing.

- 3.8 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing which the offer will expire irrevocably.

Dat die kooptransaksie binne 'n periode van 8 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroeplik verval.

**MONTHLY REPORTS FROM THE LOCAL TOURISM ASSOCIATIONS – MAY 2018 (12/2/3/3) MANAGER:
SOCIAL DEVELOPMENT**

Purpose of the Report

To submit the monthly reports to the Portfolio Committee for notification purposes

Background

In accordance with the amended memoranda of agreement between the Local Tourism Associations and Langeberg Municipality, for the period 1 July 2017 to 30 June 2018, the Local Tourism Associations must submit a monthly report by the 10th of each month. A template was compiled and provided to the Local Tourism Associations to be used as a guideline when submitting the reports.

Comments

The monthly reports for the period May 2018, as received from the Local Tourism Associations, are attached to this report.

Recommendation

That the report from the Local Tourism Associations for May 2018 be noted

NOTE: Annexures were distributed as part of the agenda for the
Strategy & Social Development Portfolio Committee meeting of 17 July 2018 (pg 04 - 39)

This item served before the Strategy & Social Development Portfolio Committee on 17 July 2018.
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 17 Julie 2018.
Aanbeveling / Recommendation

That the report from the Local Tourism Associations for May 2018 be noted

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Aanbeveling / Recommendation

That the report from the Local Tourism Associations for May 2018 be noted

APPLICATION TO PURCHASE ERF 1822, BONNIEVALE (7/2/3/2/2) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Purpose of report

To submit a report to the Mayoral Committee for consideration regarding an application received from Ms H Nomdoe.

Background

The following letter was received from Ms H Nomdoe:

"Hiermee doen ek, Hanna Nomdoe om bogenoemde erf 1822 geleë te Happy Valley te koop indien die erf beskikbaar is.

U kan my kontak op 0660 423 693 om bogenoemde erf te bespreek indien u my goedgunstig vin den oorweeg vir die grond, sal dit hoog op prys gestel word."

Comments

A location map is attached. The size of the erf is 378m².

The Directors and relevant Managers were requested to comment not later than 22 June 2018. The following comments were received:

Comments: Manager: Town Planning

Erf 1822 is zoned single residential. Application supported in principle

Comments: Manager: Civil Engineering Services

Water and sewerage connections are available to the property at the normal connection fees as stipulated by the approved budget.

Comments: Manager: Electrical Engineering Services

The Electrical Department has no objection to the application.

Comments: Chief Financial Officer

Municipal property not used to provide minimum basic services in terms of S 14 of the MFMA may be sold through a system which is fair, competitive, open and transparent at market related prices.

Comments: Director: Strategy & Social Development

If we do not need the erven it can be disposed off via public tender at market related price

Comments: Cllr Januarie

As die grond nie gebruik gaan word vir munisipale doeleindes nie het ek geen probleem mits die proses oop gaan wees en elke een wie belangstel om te tender.

Comments: Manager: Administrative Support

It is recommended that erf 1822, Bonnievale be alienated by way of public tender for residential purposes.

Recommendation/Aanbeveling

1. That it be confirmed that erf 1822, Bonnievale is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)

Dat dit bevestig word dat erf 1822, Bonnievale nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

2. That the application of Ms H Nomdoe for the purchase of erf 1822, Bonnievale not be approved.

Dat die aansoek van Me H Nomdoe vir die koop van erf 1822, Bonnievale te koop nie goedgekeur word nie.

3. That erf 1822, Bonnievale be alienated by way of public tender for residential purposes subject to the following conditions:

Dat erf 1822, Bonnievale by wyse van publieke tender vir residensiële doeleindes verkoop word onderworpe aan die volgende voorwaardes:

- 3.1 That the selling price be determined based on a reasonable market value certificate.

Dat die verkoopprijs van die eindom bereken word, baser op 'n billike markwaarde sertifikaat.

- 3.2 That a deposit of 10% be payable at the signing of the deed of sale and that the remainder of the purchase price be payable with registration.

Dat 'n deposito van 10% betaal word by ondertekening van die koop-ooreenkoms end at die restant van die koopprijs teen registrasie betaalbaar is.

- 3.3 That the buyer be responsible for all the connection fees for municipal services rendered to the property.

Dat die koper verantwoordelik sal wees vir alle aansluitingsfooie vir munisipale dienste gelewer aan die perseel.

- 3.4 That the purchaser be responsible for all costs regarding the alienation.

Dat die koper verantwoordelik sal wees vir alle kostes met betrekking tot die vervreemding.

- 3.5 That the purchase deal be finalized within a period of 6 months after allocation of the property, failing which the offer will expire irrevocably.

Dat die kooptransaksie binne 'n periode van 6 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroeplik verval.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 37)

This item served before the Corporate Services Portfolio Committee on 17 July 2018

Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 17 Julie 2018

Aanbeveling / Recommendation

1. That it be confirmed that erf 1822, Bonnievale is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)

Dat dit bevestig word dat erf 1822, Bonnievale nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

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Dat die aansoek van Me H Nomdoe vir die koop van erf 1822, Bonnievale te koop nie goedgekeur word nie.

3. That erf 1822, Bonnievale be alienated by way of public tender for residential purposes subject to the following conditions:

Dat erf 1822, Bonnievale by wyse van publieke tender vir residensiële doeleindes verkoop word onderworpe aan die volgende voorwaardes:

- 3.1 That the selling price be determined based on a reasonable market value certificate.

Dat die verkoopprijs van die eindom bereken word, baser op 'n billike markwaarde sertifikaat.

- 3.2 That a deposit of 10% be payable at the signing of the deed of sale and that the remainder of the purchase price be payable with registration.

Dat 'n deposito van 10% betaal word by ondertekening van die koop-ooreenkoms end at die restant van die koopprijs teen registrasie betaalbaar is.

- 3.3 That the buyer be responsible for all the connection fees for municipal services rendered to the property.

Dat die koper verantwoordelik sal wees vir alle aansluitingsfooie vir munisipale dienste gelewer aan die perseel.

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Dat die kooptransaksie binne 'n periode van 6 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroeplik verval.

NOTE: Annexures were distributed as part of the agenda for the
Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 37)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

1. That it be confirmed that erf 1822, Bonnievale is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)

Dat dit bevestig word dat erf 1822, Bonnievale nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

2. That the application of Ms H Nomdoe for the purchase of erf 1822, Bonnievale not be approved.

Dat die aansoek van Me H Nomdoe vir die koop van erf 1822, Bonnievale te koop nie goedgekeur word nie.

3. That erf 1822, Bonnievale be alienated by way of public tender for residential purposes subject to the following conditions:

Dat erf 1822, Bonnievale by wyse van publieke tender vir residensiële doeleindes verkoop word onderworpe aan die volgende voorwaardes:

- 3.1 That the selling price be determined based on a reasonable market value certificate

Dat die verkoopprijs van die eindom bereken word, baser op 'n billike markwaarde sertifikaat.

- 3.2 That a deposit of 10% be payable at the signing of the deed of sale and that the remainder of the purchase price be payable with registration.

Dat 'n deposito van 10% betaal word by ondertekening van die koopoorreënkomst en dat die resant van die koopprijs teen registrasie betaalbaar is.

- 3.3 That the buyer be responsible for all the connection fees for municipal services rendered to the property

Dat die koper verantwoordelik sal wees vir alle aansluitingsfooi vir munisipale dienste gelewer aan die perseel.

- 3.4 That the purchaser be responsible for all costs regarding the alienation.

Dat die koper verantwoordelik sal wees vir alle kostes met betrekking tot die vervreemding.

- 3.5 That the purchase deal be finalized within a period of 6 months after allocation of the property, failing which the offer will expire irrevocably.

Dat die kooptransaksie binne 'n periode van 6 maande vanaf datum van toekenning van die erf afgehandel word, by versuim waarvan, die aanbod onherroeplik verval.

APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR A PORTION OF SKILPADHOOGTE (3.3 HA), MCGREGOR (7/2/3/1/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Purpose of report

To submit a report to the Mayoral Committee for consideration regarding an application received from Mr F van Wyk.

Background

The following letter was received from Mr F van Wyk:

"Na aanleiding van die samesprekings met die Minister Mnr Alen Winde doen ek, Mnr P van Wyk graag aansoek om die hernuwing van my bestaande huurkontrak vir 9 jaar en 11 maande te Skilpadhoogte (3.3 ha) te McGregor en wel met die opsie om te koop.

Ek het reeds die grond voorberei vir die saai ban lusern vir voer vir my diere. Ek beplan ook om groentesoorte aan te plant vir permanente boerdery.

Ek sal dit baie waardeer indien die hernuwing van my huurkontrak goedgunstig oorweeg word."

Comments:

A location map is attached to this report.

The Directors and relevant Managers were requested to comment not later than 01 June 2018. The following comments were received:

Comments: Manager: Civil Engineering Services

Ons het geen beswaar maar die kontrak moet dalk insluit dan geen water uit die Vaaldam onttrek mag word nie. Die dam is aangrensend van die gedeelte grond wat gehuur wil word.

Comments: Director: Strategy & Social Development

No objection to the renewal of contract

Comments: Manager: Electrical Engineering Services

The Electrical Department has no objection to the application.

Comments: Chief Financial Officer

Municipal property may be let if it is not needed to provide a minimum basic level of service in terms of S14 of the MFMA, the process for leasing must be fair, open and transparent and at market rates.

Comments: Manager: Town Planning

The application to renew the lease agreement for agricultural purposes (lucerne/vegetables) is supported in principle

Comments: Cllr Strauss

Ek beveel hierdie aansoek graag aan.

Comments: Manager: Administrative Support

The lease agreement between the Municipality and Mr van Wyk ended 28 February 2013 already and can this application therefor not seen as a renewal of the lease agreement.

The application is not supported and is it recommended that the portion of land be leased by way of public tender.

Recommendation/ Aanbeveling

1. That the application from Mr van Wyk for the renewal of lease agreement for Skilpadhoogte (3.3 ha), McGregor not be approved and that the portion of land be leased by way of public tender subject to the following conditions:

Dat die aansoek vanaf Mnr van Wyk vir die hernuwing van die huurooreenkoms vir Skilpadhoogte (3.3 ha), McGregor nie goedgekeur word nie en dat die gedeelte grond verhuur word by wyse van openbare tender onderhewig aan die volgende voorwaardes:

- 1.1 That it be confirmed that the portions 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)

Dat dit bevestig word dat die gedeeltes grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

- 1.2 That the portions be leased at a market related tariff and the Lessee be responsible for the cost of the lease related certificate. The rental amount will escalate annually with 10%.

Dat die gedeeltes verhuur word teen 'n markverwante tarief en die Huurder verantwoordelik sal wees vir die koste verbonde aan die verkryging van die billikke huurwaarde sertifikaat. Die huurtarief eskaleer met 10% jaarliks.

- 1.3 That all cattle be branded and the brand mark with the owner's particulars be submitted to the Municipality for control purposes.

Dat alle beeste gebrandmerk word en dat die brandmerk met die eienaar se besonderhede by die Munisipaliteit ingedien word vir beheer doeleindes.

- 1.4 That all animals be kept and cared for in accordance with the requirements set out by the Department: Agriculture and the SPCA.

Dat alle diere aangehou en versorg word volgens die vereistes van die Departement Landbou en die DBV.

- 1.5 That all animals receive additional feed and not be dependant only on natural grazing and that the SPCA monitor that the cattle do indeed receive the additional feed.

Dat alle diere bykomstige voeding ontvang en nie net afhanklik van natuurlike weiding sal wees nie en dat die DBV monitor dat die beeste wel addisionele voeding ontvang.

- 1.6 That the portions of land be suitably fenced to ensure that the cattle remain on the land at all times and that the fencing cost as well as the maintenance thereof be for the Lessee.

Dat die gedeeltes grond behoorlik omhein word om te verseker dat die beeste ten alle tye op die grond bly en die koste hiervan sowel as die instandhouding daarvan deur die huurder gedra word.

- 1.7 That if any Municipal services are utilized, it be for the account of the Lessee.

Dat indien enige Munisipale dienste gebruik word, dit vir die rekening van die Huurder sal wees.

- 1.8 That Skilpadhoogte be leased without water or the right to any water sources.

Dat Skilpadhoogte verhuur word sonder enige water of regte tot enige waterbronne.

- 1.9 That the Lessee for Skilpadhoogte may utilize the water from the Houtbaai River Canal, but subject to the requirements as strictly stipulated by the Vrolikheid Water Users Association. This water may not be used for irrigation purposes but only as drinking water for the animals.

Dat die Huurder van Skilpadhoogte die water van die Houtbaai River Kanaal mag gebruik, maar onderworpe aan die streng maatreëls van die Vrolikheid Watergebruikers Vereniging. Hierdie water mag nie vir besproeiingdoeleindes gebruik word nie, maar slegs as drinkwater vir die diere.

NOTE: Annexures were distributed as part of the agenda for the
Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 41)

This item served before the Corporate Services Portfolio Committee on 17 July 2018

Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 17 Julie 2018

Aanbeveling / Recommendation

1. That the application from Mr van Wyk for the renewal of lease agreement for Skilpadhoogte (3.3 ha), McGregor not be approved and that the portion of land be leased by way of public tender subject to the following conditions:

Dat die aansoek vanaf Mnr van Wyk vir die hernuwing van die huurooreenkoms vir Skilpadhoogte (3.3 ha), McGregor nie goedgekeur word nie en dat die gedeelte grond verhuur word by wyse van openbare tender onderhewig aan die volgende voorwaardes:

- 1.1 That it be confirmed that the portions 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)

Dat dit bevestig word dat die gedeeltes grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

- 1.2 That the portions be leased at a market related tariff and the Lessee be responsible for the cost of the lease related certificate. The rental amount will escalate annually with 10%.

Dat die gedeeltes verhuur word teen 'n markverwante tarief en die Huurder verantwoordelik sal wees vir die koste verbonde aan die verkryging van die billikke huurwaarde sertifikaat. Die huurtarief eskaleer met 10% jaarliks.

- 1.3 That all cattle be branded and the brand mark with the owner's particulars be submitted to the Municipality for control purposes.

Dat alle beeste gebrandmerk word en dat die brandmerk met die eienaar se besonderhede by die Munisipaliteit ingedien word vir beheer doeleindes.

- 1.4 That all animals be kept and cared for in accordance with the requirements set out by the Department: Agriculture and the SPCA.

Dat alle diere aangehou en versorg word volgens die vereistes van die Departement Landbou en die DBV.

- 1.5 That all animals receive additional feed and not be dependant only on natural grazing and that the SPCA monitor that the cattle do indeed receive the additional feed.

Dat alle diere bykomstige voeding ontvang en nie net afhanklik van natuurlike weiding sal wees nie en dat die DBV monitor dat die beeste wel addisionele voeding ontvang.

- 1.6 That the portions of land be suitably fenced to ensure that the cattle remain on the land at all times and that the fencing cost as well as the maintenance thereof be for the Lessee.

Dat die gedeeltes grond behoorlik omhein word om te verseker dat die beeste ten alle tye op die grond bly en die koste hiervan sowel as die instandhouding daarvan deur die huurder gedra word.

- 1.7 That if any Municipal services are utilized, it be for the account of the Lessee.

Dat indien enige Munisipale dienste gebruik word, dit vir die rekening van die Huurder sal wees.

- 1.8 That Skilpadhoogte be leased without water or the right to any water sources.

Dat Skilpadhoogte verhuur word sonder enige water of regte tot enige waterbronne.

- 1.9 That the Lessee for Skilpadhoogte may utilize the water from the Houtbaai River Canal, but subject to the requirements as strictly stipulated by the Vrolikheid Water Users Association. This water may not be used for irrigation purposes but only as drinking water for the animals.

Dat die Huurder van Skilpadhoogte die water van die Houtbaai River Kanaal mag gebruik, maar onderworpe aan die streng maatreëls van die Vrolikheid Watergebruikers Vereniging. Hierdie water mag nie vir besproeiingdoeleindes gebruik word nie, maar slegs as drinkwater vir die diere.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 41)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

1. That the application from Mr van Wyk for the renewal of lease agreement for Skilpadhoogte (3.3 ha), McGregor not be approved and that the portion of land be leased by way of public tender subject to the following conditions:

Dat die aansoek vanaf Mnr van Wyk vir die hernuwing van die huurooreenkoms vir Skilpadhoogte (3.3 ha), McGregor nie goedgekeur word nie en dat die gedeelte grond verhuur word by wyse van openbare tender onderhewig aan die volgende voorwaardes:

- 1.1 That it be confirmed that the portions 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)

Dat dit bevestig word dat die gedeeltes grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

- 1.2 That the portions be leased at a market related tariff and the Lessee be responsible for the cost of the lease related certificate. The rental amount will escalate annually with 10%.

Dat die gedeeltes verhuur word teen 'n markverwante tarief en die Huurder verantwoordelik sal wees vir die koste verbonde aan die verkryging van die billike huurwaarde sertifikaat. Die huurtarief eskaleer met 10% jaarliks.

- 1.3 That all cattle be branded and the brand mark with the owner's particulars be submitted to the Municipality for control purposes.

Dat alle beeste gebrandmerk word en dat die brandmerk met die eienaar se besonderhede by die Munisipaliteit ingedien word vir beheer doeleindes.

- 1.4 That all animals be kept and cared for in accordance with the requirements set out by the Department: Agriculture and the SPCA.

Dat alle diere aangehou en versorg word volgens die vereistes van die Departement Landbou en die DBV.

- 1.5 That all animals receive additional feed and not be dependant only on natural grazing and that the SPCA monitor that the cattle do indeed receive the additional feed.

Dat alle diere bykomstige voeding ontvang en nie net afhanklik van natuurlike weiding sal wees nie en dat die DBV monitor dat die beeste wel addisionele voeding ontvang.

- 1.6 That the portions of land be suitably fenced to ensure that the cattle remain on the land at all times and that the fencing cost as well as the maintenance thereof be for the Lessee.

Dat die gedeeltes grond behoorlik omhein word om te verseker dat die beeste ten alle tye op die grond bly en die koste hiervan sowel as die instandhouding daarvan deur die huurder gedra word.

- 1.7 That if any Municipal services are utilized, it be for the account of the Lessee.

Dat indien enige Munisipale dienste gebruik word, dit vir die rekening van die Huurder sal wees.

- 1.8 That Skilpadhoogte be leased without water or the right to any water sources.

Dat Skilpadhoogte verhuur word sonder enige water of regte tot enige waterbronne.

- 1.9 That the Lessee for Skilpadhoogte may utilize the water from the Houtbaai River Canal, but subject to the requirements as strictly stipulated by the Vrolikheid Water Users Association. This water may not be used for irrigation purposes but only as drinking water for the animals.

Dat die Huurder van Skilpadhoogte die water van die Houtbaai River Kanaal mag gebruik, maar onderworpe aan die streng maatreëls van die Vrolikheid Watergebruikers Vereniging. Hierdie water mag nie vir besproeiingdoeleindes gebruik word nie, maar slegs as drinkwater vir die diere.

PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD APRIL-JUNE 2018 (LED DEPARTMENT) (9/2/19)

Purpose of the report:

To submit a report to Council with regards to work opportunities created for the period April- June 2018.

Background

The Municipality in an effort 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 to the unemployed. All internal departments are encouraged to employ labour intensive methods to contribute to this endeavour.

This report seeks to inform Council on the number of beneficiaries who benefited from projects for the period April-June 2018. A total number of 51 jobs were created during this period.

CLEANING OF DIFFERENT TOWNS (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Janine	Stevens	F	851031 0174 08 1	9	10/04/2018	29/06/2018
2.	Henry	Hartnick	M	690921 5225 08 3	9	10/04/2018	29/06/2019
3	Denver	Conradie	M	800201 5114 08 3	9	10/04/2018	29/06/2018
4.	Mario	Cupido	M	750521 5265 08 4	9	18/04/2018	29/06/2018
5.	Miriam	Mafutha	F	651004 0785 08 3	10	09/04/2018	29/06/2018
6	Noloyiso	Balelu	F	851215 0472 08 8	10	10/04/2018	29/06/2018
7	Noxolo	Mase	F	901206 0452 08 9	2	09/04/2018	29/06/2018
8	Quinton	Botha	M	860325 5897 08 7	9	10/04/2018	29/06/2018
9	Wayne	Laverlot	M	881215 5066 08 7	9	10/04/2018	29/06/2018
10	Zoybonessa	Reyners	M	890421 0511 08 0	9	10/04/2018	29/06/2018
11	Sheldon	Jagers	M	980620 5122 08 9	3	09/04/2018	29/06/2018
12	Heagan	Snyman	M	940801 5225 08 5	3	17/04/2018	30/04/2018
13.	Stephanus	Skippers	M	731225 5035 08 3	12	14/05/2018	29/06/2018
14.	Nanchen	Ruiters	M	970511 0107 08 8	8	14/05/2018	29/06/2018
15.	Charon	Moses	F	970208 0316 08 8	4	01/05/2018	29/06/2018
16.	Serah	Elbrink	F	590101 1490 08 8	4	01/05/2018	29/06/2018
17	Peter-John	Stanfliet	M	901231 5157 08 7	5	18/05/2018	29/06/2018
18.	Johannes	Du Toit	M	800404 5014 08 5	5	18/05/2018	29/06/2018

WAR ON LEAK (POVERTY ALLEVIATION)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1	Mbuyiselo	Selani	M	680106 5879 08 7	10	11/04/2018	29/06/2018
2	Xolani	Sithonga	M	880606 6732 08 4	4	11/04/2018	29/06/2018
3	Teboho	Lephaila	M	600625 5957 08 7	2	11/04/2018	29/06/2018
4	Sidima	Nombewu	M	891206 6270 08 1	2	11/04/2018	29/06/2018
5	Thozamile	Selani	M	870929 5632 08 5	10	11/04/2018	29/06/2019
6	Lydia	Malingwa	F	880827 0300 08 8	2	11/04/2018	29/06/2018
7	Marco	De Bruin	M	890126 5175 08 4	12	12/04/2018	29/06/2018
8	Marius	Julies	M	740830 5209 08 0	3	16/04/2018	29/06/2018
9	Shahid	Galant	M	920923 1537 08 3	4	12/03/2018	23/03/2018
10	Siphiwo	Tukayi	M	680126 5705 08 2	10	02/03/2018	23/03/2018
11	Sophia	Siegelaar	F	661224 0862 08 2	8	12/03/2018	23/03/2016

ENGINEERING DEPARTMENT PROJECT (POVERTY ALLEVIATION)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1	Sarah	Sass	F	730624 0633 08 5	12	16/01/2018	30/03/2018
2	Ashwin	De Koker	M	940823 5150 08 9	4	15/02/2018	30/03/2018
3	Sabelo	Jack	M	700627 5830 08 1	4	11/01/2018	30/03/2018

INFORMAL KANANA SETTLEMENT (POVERTY ALLEVIATION)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1	Matsela	Ndlovu	F	721217 0383 08 1	2	14/05/2018	06/06/2018
2	Asanda	Ngcongolo	F	880930 0885 08 0	2	14/05/2018	31/05/2018

IT INTERNS (POVERTY ALLEVIATION)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1	Andie	Adams	M	850121 5241 08 3	3	15/05/2018	29/06/2018
2	Riaan	Oerson	M	900302 5211 08 2	4	15/05/2018	29/06/2018

AUDIT INTERN ADMINISTRATIVE (POVERTY ALLEVIATION)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1	Prudence	Carolus	F	930211 0170 08 2	3	08/05/2018	29/06/2018

CLEANING OF SIDE WORKS AND RIVER BANKS (POVERTY ALLEVIATION)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Frans	Makwena	M	840113 5157 08 1	5	16/05/2018	29/06/2018
2.	Mark	Bester	M	631218 5115 08 9	12	08/03/2018	31/05/2018
3.	Wayne	Hendriks	M	860729 5103 08 3	9	09/04/2018	29/06/2018
4.	Petra Lynn-Zay	Filander	F	940906 0369 08 3	12	01/06/2018	30/06/2018
5.	Aldon	Moos	M	990815 6031 08 5	4	28/05/2018	29/06/2018

SECURITIES COMMUNITY FACILITIES PROJECT (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Lochner	Weyers	M	880911 5077 08 9	8	11/06/2018	29/06/2018
2.	Richard	Paul	M	641102 5556 08 8	4	11/06/2018	29/06/2018
3.	Lutho	Nggongwa	M	840319 6029 08 4	2	12/06/2018	29/06/2018
4.	Tamsenga	Dangazela	M	7801145268086	10	11/06/2018	29/06/2018

FINANCE DEPARTMENT (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Miceala	Malies	F	960723 0160 08 0	9	18/06/2018	29/06/2018
2.	Jeremy	Hull	M	870707 5166 08 4	3	18/06/2018	29/06/2018
3.	Jo-Anna	Frans	F	910214 0236 08 9	3	18/06/2018	29/06/2018
4.	Onke	Nyhude	M	910820 5919 08 9	2	18/06/2018	29/06/2018
5.	Siphamandla	Mbawuli	M	970430 5189 08 4	2	18/06/2018	29/06/2018

GRAND TOTAL: 51 BENEFICIARIES

Recommendation/ Aanbeveling

That Council notes the contents of this report for the period April – June 2018

This item served before the Strategy & Social Development Portfolio Committee on 17 July 2018.
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 17 Julie 2018.
Aanbeveling / Recommendation

That Council notes the contents of this report for the period April – June 2018

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Aanbeveling / Recommendation

That Council notes the contents of this report for the period April – June 2018

RESUBMISSION: PROPOSED BREEDE RIVER TOURISM CORRIDOR (12/2/3/3) MANAGER: SOCIAL DEVELOPMENT

Purpose of the Report

To re-submit the report to Council so as to nominate the Langeberg representatives to further discuss the proposed Breede River Tourism Corridor.

Background

NOTE: Annexures were distributed as part of the agenda for the Mayoral Committee meeting of 15 May 2018 (pg 123 - 129)

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 29 Mei 2018

This item served before an Ordinary Meeting of Council on 29 May 2018

Eenparig Besluit / Unanimously Resolved

1. That the proposed Breede River Tourism Corridor be supported.
2. That the process to date be approved
3. That approval be granted to continue with the discussions with the Swellendam and Breede Valley Municipality.
4. That Council will be informed on a regular basis as to the progress of this initiative.
5. That the Langeberg representatives be elected at a future Council meeting.

Comments

In terms of item 5 of the above mentioned Council resolution the following individuals/organizations be nominated to represent Langeberg Municipality in further discussions between Breede Valley and Swellendam Municipalities, regarding the proposed Breede River Tourism Corridor

- Director: Strategy and Social Development – Ms. C Matthys
- Manager: Social Development – Dave van Schalkwyk
- 1 representative from McGregor Tourism Association
- 1 representative from Montagu Tourism Association
- 1 representative from Robertson Tourism Association
- 1 representative from Robertson Wine Valley
- The following Councillors nominated by the Executive Mayor
 - Deputy Mayor Councillor G Joubert
 - Councillor JD Burger
 - Councillor S van Eeden
 - Councillor J Januarie
 -

Confirmation of the Council representatives was received from the Personal Assistant, Mayor's Office.

Morning, Dave

After discussion with Cllr. Joubert about the people to represent Langeberg Municipality on the Breede River Tourism Corridor here are the names :

Cllr . Joubert
Cllr . Van Eeden
Cllr. Burger
Cllr. Januarie

Regards , Riaan de Jong, PA: Mayor's Office, Langeberg Municipality

Recommendations

That the following individuals/organizations be nominated to represent Langeberg Municipality in further discussions between Breede Valley and Swellendam Municipalities, regarding the proposed Breede River Tourism Corridor

- Director: Strategy and Social Development – Ms. C Matthys
- Manager: Social Development – Dave van Schalkwyk
- 1 representative from McGregor Tourism Association
- 1 representative from Montagu Tourism Association
- 1 representative from Robertson Tourism Association
- 1 representative from Robertson Wine Valley
- The following Councillors nominated by the Executive Mayor
 - Deputy Mayor Councillor G Joubert
 - Councillor JD Burger
 - Councillor S van Eeden
 - Councillor J Januarie

NOTE: Annexures were distributed as part of the agenda for the Strategy & Social Development Portfolio Committee meeting of 17 July 2018 (pg 45)

This item served before the Strategy & Social Development Portfolio Committee on 17 July 2018.
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 17 Julie 2018.
Aanbeveling / Recommendation

That the following individuals/organizations be nominated to represent Langeberg Municipality in further discussions between Breede Valley and Swellendam Municipalities, regarding the proposed Breede River Tourism Corridor

- Director: Strategy and Social Development – Ms. C Matthys
- Manager: Social Development – Dave van Schalkwyk
- 1 representative from McGregor Tourism Association
- 1 representative from Montagu Tourism Association
- 1 representative from Robertson Tourism Association
- 1 representative from Robertson Wine Valley
- The following Councillors nominated by the Executive Mayor
 - Deputy Mayor Councillor G Joubert
 - Councillor JD Burger
 - Councillor S van Eeden
 - Councillor J Januarie

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Aanbeveling / Recommendation

That the following individuals / organizations be nominated to represent Langeberg Municipality in further discussions between Breede Valley and Swellendam Municipalities, regarding the proposed Breede River Tourism Corridor:

- Director: Strategy and Social Development – Ms. C Matthys
- Manager: Social Development – Dave van Schalkwyk
- 1 representative from McGregor Tourism Association
- 1 representative from Montagu Tourism Association

- 1 representative from Robertson Tourism Association
- 1 representative from Robertson Wine Valley
- The following Councillors nominated by the Executive Mayor
 - Deputy Mayor Councillor G Joubert
 - Councillor JD Burger
 - Councillor S van Eeden
 - Councillor J Januarie

**REDUCTION OF CONTRIBUTION TO BULK CIVIL ENGINEERING SERVICES: MONTAGU FOODS (5/5/1):
DIRECTOR ENGINEERING SERVICES.**

Purpose of Report

To obtain approval from Council for the reduction of the contribution to bulk civil engineering services for Montagu Foods in Montagu.

Background

Montagu Foods in Montagu expanded their existing plant with the relocation of their Denny Foods operations from Cape Town to the plant in Montagu. This caused in an increase in their water consumption and sewer effluent which in turn resulted in a contribution to bulk civil engineering services to the amount of R 870 671.32 payable by them as per the attached memorandum from the Manager: Civil Engineering Services (Annexure A).

Contributions to bulk civil engineering services only relate to the impact of any development on the water and waste water treatment capacities and reservoir storage capacities and does not include the impact of any such development on the water distribution and sewer network. Any required upgrading to the water or sewer network therefore has to be paid for by the development on a pro rata base e.g. if a new water line is required for a development the municipality will install a larger pipe than what is required only for the development to cater for future extensions, but the development will only pay for their pro rata contribution towards the new water line.

In the case of Montagu Foods, a new water line was required and was installed by them at a total cost of R 1 083 274.68 (VAT inclusive). Their pro rata contribution for this water line was however only R 374 694.17 (VAT inclusive). A new sewer line is also required for future developments in the area with the pro rata contribution from Montagu Foods for this being R 318 310.57 (VAT inclusive).

Montagu Foods also requested two additional connections which were installed by the municipality at a total cost of R 6 188.11 (VAT inclusive).

The total cost for Montagu Foods for the contributions to bulk civil engineering services, the upgrading of the water and sewer network and the water connections is thus as follow:

Contribution for Bulk Civil Engineering Services	: R 870 671.32
Upgrading of Water Network	: R 374 694.17
Upgrading of Sewer Network	: R 318 310.57
Water Connections	: <u>R 6 188.11</u>
Total	: R 1 569 864.17

The cost for the new water line installed by Montagu Foods was R 1 083 274.68 resulting in an amount of R 486 589.49 (R 1 569 864.17 – R 1 083 274.68) still owed by Montagu Foods to the Municipality.

Montagu Foods has requested that their contribution to bulk civil engineering services be waived in total and that the balance of the cost of the new water line minus their pro rata contributions for the water and sewer networks upgrades be paid to them (see attached letter from Montagu Foods dated 23 May 2018 – Annexure B).

The request by Montagu Foods for the total waiving of the contribution to bulk civil engineering services is not supported, but a reduction of 50% in the contribution for bulk civil engineering services is supported for the reasons as set out in the above mentioned letter from Montagu Foods.

The total cost for Montagu Foods for the contributions to bulk civil engineering services, the upgrading of the water and sewer network and the water connections will then be as follow:

Contribution for Bulk Civil Engineering Services	: R 435 335.66
Upgrading of Water Network	: R 374 694.17
Upgrading of Sewer Network	: R 318 310.57
Water Connections	: R 6 188.11
Total	: R 1 134 528.51

The cost for the new water line installed by Montagu Foods was R 1 083 274.68 resulting in an amount of R 51 253.83.49 (R 1 134 528.51 – R 1 083 274.68) still owed by Montagu Foods to the Municipality.

Relevant documentation is attached to this report

Recommendation:

That the contribution to bulk civil engineering services caused by the expansion of the existing food processing plant of Montagu Foods in Montagu be reduced by 50% because of the overall positive impact of the expansion of the plant on the Langeberg Municipal area.

NOTE: Annexures were distributed as part of the agenda for the Engineering Services Committee meeting of 17 July 2018 (pg 05 - 16)

This item served before an Engineering Services Portfolio Committee Meeting on 17 July 2018
Hierdie verslag het voor 'n Ingenieursdienste Portefeulje Komitee Vergadering gedien op 17 Julie 2018
Recommendation / Aanbeveling

That the contribution to bulk civil engineering services caused by the expansion of the existing food processing plant of Montagu Foods in Montagu be reduced by 50% because of the overall positive impact of the expansion of the plant on the Langeberg Municipal area.

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Aanbeveling / Recommendation

That the contribution to bulk civil engineering services caused by the expansion of the existing food processing plant of Montagu Foods in Montagu be reduced by 50% because of the overall positive impact of the expansion of the plant on the Langeberg Municipal area.

RESUBMISSION: PROPOSAL FOR DEVELOPMENT OF ERF 4024, ROBERTSON – AP KRAUKAMP BUILDERS (7/2/3/2/5) (MANAGER: ADMINISTRATIVE SUPPORT)

Purpose of report

To resubmit to Council for consideration a proposal and request received from AP Krauwkamp Builders pertaining to erf 4024, Robertson.

Background

The following is the contents of a letter dated 6 September 2017 sent to the Mayor by AP Krauwkamp Builders:

"Erf 4024, Robertson, Voorstel vir ontwikkeling:

Graag wil ek Aubin P Krauwkamp Bouers, hiermee my aansoek indien vir die ontwikkeling van Erf 4024, Robertson, h/v Paul Krugerstraat en Paddystraat, Robertson by die Raad vir hul goedgeunstiglike oorweging.

Die idee vir die indiening van hierdie voorstel is dat ek navorsing gedoen het met betrekking tot die middel inkomste behuisings groep in Robertson en ander area's in die Langeberg Munisipaliteit area en dit is ook as gevolg van navrae ontvang van individue wie in nood is vir behuising in die GAP mark.

As gevolg van bostaande versoek het ek besluit om hierdie versoek aan die Raad voor te lê om vir my die geleentheid te gee om voorsiening te maak vir verskillende woonhede bestaande uit 2-slaapkamers en 3-slaapkamers.

Ons sal u samewerking waardeur ten opsigte van die heroorweging van hierdie aansoek."

The Mayoral Committee on 5 April 2016 under item B 5036 when considering a previous application by Mr AP Krauwkamp resolved as follow:

"That a proper investigation be done into the municipal land on Erf 4024, Robertson in order to get more clarity on the matter, to determine whether the Municipality should proceed with the plans to use the erf for GAP housing, or else to offer the erf to developers to build GAP houses thereon."

A copy of the previous report and relevant maps are attached to this report. (Annexure A).

Comments

On 5 October 2017 an e-mail was received from the office of the Mayor enquiring around the possibility to discuss the proposal of Mr Krauwkamp at the Mayoral Committee meeting of 10 October 2017. Erf 4024, Robertson is also included in the housing pipeline and if the process to make use of an alternative service provider/developer is followed, the possible removal of this project from the housing pipeline should be considered.

Due to the short time from 5 October 2017 to submit the report on 10 October 2017, it is not possible to submit a complete report with comments from all relevant departments and will this process still have to be followed.

If the consideration is to afford a private developer, the opportunity to buy, develop and sell the houses, a formal open process will have to be followed for proposal calls and will the successful tendered in the end be the one to buy, develop and sell.

As these erven, whether as a whole or individually will be sold, Council must consider any such in terms of Section (514 of the MFMA 2003, Act 56 of 2003).

Attached to the report as "Annexure B" is a copy of the attendance register and meeting notes of a meeting held on 12 September 2017.

On page 2 of the meeting notes, it can be seen where erf 4024, Robertson was discussed. The provision of services and funding seem to be a major stumbling block.

A location map is attached to this report.

The Directors, Managers and Ward Councillor were requested to submit their comments by not later than 3 November 2017. The following comments were received:

Comments: Manager: Town Planning

It is proposed that interested service providers submit a capability report re detailed planning for the Municipal land known as erf 4024 (two envelope system)

Comments: Director: Community Services

Sien asb Wilson se kommentaar. Ek ondersteun dit.

Comments: Manager: Housing

My comment is that the erf 4024 can be sold but in an open process where everyone interested will submit their tender and the winning tenderer be given the opportunity to develop the area.

The reason behind this comment is that as the municipality we cannot provide for this group of applicants and this portion of land was earmarked for that purpose and also are unable to provide the necessary bulk services in that area.

Comments (Manager Civil Engineering Services)

Civil engineering services have two components:

1. Internal Services

Internal services is the water, sewer, road and storm water services to deliver services to each erf. This is estimated at R80 000 per erf. The funding for this services is normally included in the selling price of the erf to recoup the cost.

2. Bulk and Connector services

The bulk and connector services entails the storage of water, pipelines to deliver water to the area, main sewer lines to convey sewerage to the sewerage purification plant and the sewerage purification system. This services is planned by compiling a master plan which consider future development as well. For this services a Bulk Infrastructure Levy is applicable to upgrade the bulk services

Comments (Manager Electrical Engineering Services)

The Electrical Department has no objection to the application.

Electricity supply is subject to Eskom's approval to increase the notified maximum demand.

The applicant is responsible for the following:

- The installation of the internal reticulation including the meter kiosks, circuit breakers, split meters and connection cables.
- Installation of the streetlights.
- Installation of a miniature substation and RMU to connect to the existing 11 kV supply.
- Bulk service levy (6 kVA/erf).
- Submission of a detailed layout of the internal services and connection of the miniature substation to the existing 11 kV supply. An ECSA Registered Electrical Engineer must sign the layout of the electrical services. The layout of the services must be done according to the Municipality's specification.
- Submission of a detailed development plan indicating the time frames with load growth.
- Submission of a report regarding the investigation of renewable energy sources for this development together with other methods in reducing the total energy consumption.

Comments: Cllr Hess

Is dit in beste belang van die gemeenskap om die erf te verkoop. Kan die munisipaliteit nie self daar huise bou of gedienste erwe maak en verkoop nie. Daar is n tekort aan grond om huise te bou. Wil ook graag weet het die beplande projek heeltemal deur die mat geval. Die behuisingsnood is groot in ons area, daar is selfs munisipale werkers wat nie n huis besit nie.

Comments: Manager: Administrative Support

Taking the comments received into consideration, is the following recommendations recommended:

Recommendation / Aanbeveling

1. That the application received from Mr A Kraukamp to purchase municipal land situated on erf 4024, Robertson not be approved.
2. That it be confirmed that the municipal land situated on erf 4024, Robertson is not needed for the provision of the minimum level of basic municipal services (S14 of the MFMA 2003, Act 56 van 2003).
3. That erf 4024, Robertson be alienated to be developed for GAP housing by way of public tender at a market related price by inviting development proposals subject to the normal conditions applicable when inviting development proposals.

This item served before the Corporate Services Portfolio Committee on 07 May 2018

Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 07 Mei 2018

Aanbeveling / Recommendation

1. That the application received from Mr A Kraukamp to purchase municipal land situated on erf 4024, Robertson not be approved.
2. That it be confirmed that the municipal land situated on erf 4024, Robertson is not needed for the provision of the minimum level of basic municipal services (S14 of the MFMA 2003, Act 56 van 2003).
3. That erf 4024, Robertson be alienated to be developed for GAP housing by way of public tender at a market related price by inviting development proposals subject to the normal conditions applicable when inviting development proposals.
4. That this process be dealt with as fast as possible.

This item served before the Executive Mayoral Committee on 15 May 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 15 Mei 2018
Aanbeveling / Recommendation

1. That the application received from Mr A Kraukamp to purchase municipal land situated on erf 4024, Robertson not be approved.

Dat die aansoek ontvang vanaf Mnr A Kraukamp om munisipale grond geleë te erf 4024, Robertson nie goedgekeur word nie.

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

Dat dit bevestig word dat die munisipale grond geleë te erf 386 ($\pm 3827m^2$) aangrensend erf nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 of the MFMA 2003, Wet 56 of 2003)

3. That erf 4024, Robertson be alienated to be developed for GAP housing by way of public tender at a market related price by inviting development proposals subject to the normal conditions applicable when inviting development proposals.

Dat erf 4024, Robertson vervreem word om ontwikkel te word vir GAP behuising by wyse van 'n publieke tender teen 'n markverwante prys deur ontwikkelingsvoorstelle aan te vra onderhewig oaan die standard voorwaardes wanneer ontwikkelingsvoorstelle aangevra word.

4. That this process be dealt with as fast as possible.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 07 May 2018 (pg 24)

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 29 Mei 2018
This item served before an Ordinary Meeting of Council on 29 May 2018
Eenparig Besluit / Unanimously Resolved

That the report be referred back to the Corporate Services Portfolio Committee in order to establish the size of Erf 4024, Robertson where after the report be resubmitted for consideration.

Further comments: Manager: Administrative Support

A location map is attached to this report.

The actual size of erf 4024, Robertson is 2.3321ha as per title deed.

Aanbeveling / Recommendation

1. That the application received from Mr A Kraukamp to purchase municipal land situated on erf 4024, Robertson not be approved.

Dat die aansoek ontvang vanaf Mnr A Kraukamp om munisipale grond geleë te erf 4024, Robertson nie goedgekeur word nie.

2. That it be confirmed that the municipal land situated on erf 4024, Robertson (2.3321ha) is not needed for the provision of the minimum level of basic municipal services (S14 of the MFMA 2003, Act 56 van 2003).

Dat dit bevestig word dat die munisipale grond geleë te erf 4024, Robertson (2.3321ha) aangrensend erf nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 of the MFMA 2003, Wet 56 of 2003)

3. That erf 4024, Robertson be alienated to be developed for GAP housing by way of public tender at a market related price by inviting development proposals subject to the normal conditions applicable when inviting development proposals.

Dat erf 4024, Robertson vervreem word om ontwikkel te word vir GAP behuising by wyse van 'n publieke tender teen 'n markverwante prys deur ontwikkelingsvoorstelle aan te vra onderhewig oaan die standard voorwaardes wanneer ontwikkelingsvoorstelle aangevra word.

4. That this process be dealt with as fast as possible.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 47)

This item served before the Corporate Services Portfolio Committee on 17 July 2018

Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 17 Julie 2018

Aanbeveling / Recommendation

1. That the application received from Mr A Kraukamp to purchase municipal land situated on erf 4024, Robertson not be approved.

Dat die aansoek ontvang vanaf Mnr A Kraukamp om munisipale grond geleë te erf 4024, Robertson nie goedgekeur word nie.

2. That it be confirmed that the municipal land situated on erf 4024, Robertson (2.3321ha) is not needed for the provision of the minimum level of basic municipal services (S14 of the MFMA 2003, Act 56 van 2003).

Dat dit bevestig word dat die munisipale grond geleë te erf 4024, Robertson (2.3321ha) aangrensend erf nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 of the MFMA 2003, Wet 56 of 2003)

3. That erf 4024, Robertson be alienated to be developed for GAP housing by way of public tender at a market related price by inviting development proposals subject to the normal conditions applicable when inviting development proposals.

Dat erf 4024, Robertson vervreem word om ontwikkel te word vir GAP behuising by wyse van 'n publieke tender teen 'n markverwante prys deur ontwikkelingsvoorstelle aan te vra onderhewig oaan die standard voorwaardes wanneer ontwikkelingsvoorstelle aangevra word.

4. That this process be dealt with as fast as possible.

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

1. That the application received from Mr A Kraukamp to purchase municipal land situated on erf 4024, Robertson not be approved.

Dat die aansoek ontvang vanaf Mnr A Kraukamp om munisipale grond geleë te erf 4024, Robertson nie goedgekeur word nie.

2. That it be confirmed that the municipal land situated on erf 4024, Robertson (2.3321ha) is not needed for the provision of the minimum level of basic municipal services (S14 of the MFMA 2003, Act 56 van 2003).

Dat dit bevestig word dat die munisipale grond geleë te erf 4024, Robertson (2.3321ha) aangrensend erf nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 of the MFMA 2003, Wet 56 of 2003)

3. That erf 4024, Robertson be alienated to be developed for GAP housing by way of public tender at a market related price by inviting development proposals subject to the normal conditions applicable when inviting development proposals.

Dat erf 4024, Robertson vervreem word om ontwikkel te word vir GAP behuising by wyse van 'n publieke tender teen 'n markverwante prys deur ontwikkelingsvoorstelle aan te vra onderhewig oaan die standard voorwaardes wanneer ontwikkelingsvoorstelle aangevra word.

4. That this process be dealt with as fast as possible.

RESUBMISSION 2: UMSIZA PLANNING: APPLICATION TO CLOSE AND BUY A PORTION OF ROBERTSON STREET(819M²), ROBERTSON (7/2/3/2/5 17/3/1/6/3/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

Purpose of report

To re-submit a report to the Mayoral Committee for consideration regarding an application received from Umsiza Planning on behalf of Satinsky 139 (Pty) Ltd.

Background

The following letter was received from Umsiza Planning:

"Erven 173-175, Robertson are owned by Satinsky 139 (Pty) Ltd (short Title Deeds attached) and consist of the Shoprite shopping centre on the corner of Barry and Van Reenen Streets in Robertson.

Statinsky 139 (Pty) Ltd had submitted an application to your office to use a portion of Robertson Street as a delivery zone for Shoprite trucks and waste areas (dry and wet) to your offices in May 2017. You requested some additional information such as the precise location, extend, purpose, as well as on the intention to purchase or hire.

This letter serves to provide the additional information.

The power of attorney to Umsiza Planning is attached.

Please find attached a location plan indicating the proposed area to be closed – the north-eastern part of Robertson Street between the bowling greens / clubhouse (erf 4525) & public open space with old museum/ training centre and the Shoprite shopping centre (erven 173-175 Robertson) and between Piet Retief Street and Barry Street.

Robertson street extends from Paul Kruger Street (north-east and adjacent to the central NG Church) to Barry Street. The area between Paul Kruger and Piet Retief Street is a one way street that allows for parking at both sides of the road.

The area between Piet Retief and Barry Street is 18m wide with two lanes/ two directional vehicular flow. It is proposed to close the north-eastern half of the two-directional portion of Robertson Street, an area of 9m x 91m =819m², to be sold to Satinsky 139 (Pty) Ltd and consolidated with the adjacent Shoprite shopping centre (erven 173-175).

If approved by the Council, a land use application will be submitted to the Municipality in terms of Section 15(n) of the Langeberg Municipality Land Use Planning Bylaw 2015 (closure of public place or part thereof). The street block is small (only half the size of most surrounding blocks) and the fact that the other half of the street is already one way, it is the opinion that the impact of the proposed closure on the surrounding traffic will be minimal.

Currently there are no demarcated delivery area's or waste area's on the Shoprite premises. It is the intention to use the northern portion of Robertson Street for this purpose. The existing parking area can then be used more functionally/ effectively. It is therefore requested that the 819m² street be bought from the municipality. This will be consolidated with the erven adjacent, if required.

Six additional street parking bays will be provided in the closed street. The proposed Site Development Plan attached for your perusal, as well as a more detailed layout plan prepared by Viglietti. For your consideration please."

Comments

A location map is attached.

The Directors and relevant Managers were requested to comment not later than 16 February 2018. The following comments were received:

Comments: Manager: Civil Engineering Services

If the street is changed to a one way, the application is supported.

Comments: Director: Strategy & Social Development

I am not sure but I am of the opinion that the municipality should perhaps investigate the possibility of doing a traffic study.

Comments: Manager: Electrical Engineering Services

The Electrical Department has no objection to the application

The applicant is responsible for the cost to relocate the electrical LT cables and minisub on the pavement.

Comments: Manager: Town Planning

Hierdie sal behoorlik deur 'n proses van publieke deelname moet gaan. Dit is moeilik om op so 'n vroeë stadium goedkeuring te gee, sonder 'n behoorlike evaluasie van 'n grondontwikkelaarsaansoek.

Indien die Raad besluit om wel die grond te verkoop, behoort dit duidelik onderhewig daaraan te wees dat die wenslikheid van die voorgestelde gebruik ook oorweeg moet word (dmv 'n formele grondontwikkelaarsaansoek) en dat laasgenoemde deurslaggewend sal wees om te bepaal of die grond wel so gebruik mag word. Die verkoop van die grond behoort dus onderhewig te wees daaraan dat 'n grondontwikkelaarsaansoek ingevolge die Langeberg Munisipale Verordening op Grondgebruikbeplanning, 2015 geloods word en dat die grond slegs verkoop word indien die aansoek goedgekeur is.

Comments: Chief Financial Officer

Municipal assets not providing minimum basic services in terms of S 14 of the MFMA can be sold on condition that it is an open, fair and transparent process and at market related prices.

Comments: Superintendent: Traffic Services

It is important for Traffic Services to recognize the interests of the general public, for this reason, the use of the property must not compromise the use for its primary purpose, as the primary uses are limited to the existing lawful uses.

Furthermore the following site access requirements shall apply:

1. The Municipality may require compliance with standard municipal or provincial access spacing guidelines.
2. No vehicular entrance or exit shall be closer than 10m from an intersection defined by the street boundaries, except for industrial-zoned properties, 15m.
3. The Municipality may restrict or prohibit access if pedestrian or traffic hazards are created.

The following parking layout requirements shall apply:

1. The layout of any parking area shall ensure that vehicles can readily leave the site without reversing across any sidewalk.
2. The bays shall be clearly demarcated and accessible and preferably grouped together.
3. The parking areas shall be used for the parking of vehicles which are lawfully required on them.
4. Any activity which causes an obstruction for vehicular traffic or use of the sidewalk is prohibited.
5. The parking area shall be maintained for the parking and movement of vehicles.
6. From a traffic point of view the Municipality may impose conditions of approval, and must be satisfied that the requirements regarding parking are adhered to, and that there are compliance with any other standard condition e.g. Aesthetics, noise, traffic safety etc.

Comments: Cllr Burger

Hiermee gee ek my toestemming vir die een rigting straat in Robertsonstraat vanaf Barrystraat na Piet Relief straat.

Ek gee nie my toestemming vir die vervreemding van die straat aan die aansoeker nie.

Comments: Manager: Administrative Support

The Administration of Immoveable Property Policy determine in clause 45 that closed streets and lanes, public open spaces and odd lots of land which can be of no practical use to any other person may be sold / leased out of hand to adjoining property owners, provided that:

- (1) *Written notice have been served on all adjoining property owners; and*
- (2) *The selling price/rental shall be at fair market value, provided that the Municipality will determine the rental of land for garden purposes.*

Taking the afore mentioned as well as the comments received into consideration is it recommended that permission be granted to the applicant to submit a land use application in terms of the relevant sections of the Langeberg Municipal: Land Use Planning By-Law, 2015 and that once the aforementioned process has been finalized, the application referred back to Council for a formal decision in this regard.

Recommendation/ Aanbeveling

1. That it be confirmed that a portion of municipal land, a portion of Robertson Street, (±819m²) Robertson 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 of Statinsky 139 (Pty) Ltd to close and purchase a portion of municipal land, a portion of Robertson Street (±61m²) Robertson be approved in principle subject to the following conditions:

2.1 That written notices have been served on all adjoining property owners.

2.2 That if no legal and/or valid objections have been received, permission be granted to the applicant to submit a land use application in terms of the relevant sections of the Langeberg Municipal: Land Use Planning By-Law, 2015 and that once the aforementioned process has been finalized, the application referred back to Council for a formal decision in this regard.

This item served on 15 May 2018 under Item A 3604 before the Executive Mayoral Committee and was the following decision taken:

That the report be referred back for resubmission at a next Corporate Services Portfolio Committee meeting and that Cllr JD Burger provide further comments as referred to in the Mayoral Committee meeting.

Further Comments: Cllr Burger

Robertsonstraat is 'n straat wat swaar verkeer dra soos voertuie en voetgangers veral oor naweke. Besighede soos FNB en Nedbank se OTM's is gelee in Piet Reliefstraat en is daar nie genoeg parkeer plek daar naby nie en word daar dan in 'n gedeelte van Robertsonstraat geparkeer. Voetgangers kom af in Barrystraat en drai links in Robertsonstraat oor Hamilton Barry Park na besighede in Kerkstraat, Hoopstraat en af na Spar.

Saterdag 19 Mei 2018 was daar 11 voertuie geparkeer in die linkerkant van Robertsonstraat en 51 voetgangers was getel in 'n uur se tyd. Ons sal moet versigtig wees om 'n prisedent te wil skep vir ander besighede wat ook strate sal wil toemaak vir hul voordeel. Hier is 'n klaar 'n te kort aan parkering in ons dorp.

My aanbeveling is dat die ander gedeelte van Robertsonstraat in 'n eenrigting straat omskep moet word vanaf Barrystraat na Piet Retiefstraat. Shoprite se vragmotors sal dan in Barrystraat op kom en regs drai in Robertsonstraat dat kan hul die helfte van die straat en syaadjie gebruik om hul goedere af te laai op die laai sone wat aangebring sal word in die linkerkant se baan. Wanneer die vragmotors klaar is, kan hul regs drai in Piet Retiefstraat en so ook dan die dorp verlaat. Ander voertuie sal dan in die regterkant se baan deur beweeg vanaf Barrystraat na Piet Retiefstraat. Daar kan ook gekyk word om tussen die bome inhame vir skuinsparkering te maak.

This item served before the Corporate Services Portfolio Committee on 04 June 2018
Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 04 Junie 2018
Aanbeveling / Recommendation

1. That it be confirmed that a portion of municipal land, a portion of Robertson Street, ($\pm 819\text{m}^2$) Robertson 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 of Statinsky 139 (Pty) Ltd to close and purchase a portion of municipal land, a portion of Robertson Street ($\pm 61\text{m}^2$) Robertson be approved in principle subject to the following conditions:
 - 2.1 That written notices be served on all adjoining property owners and that the Municipality's intention to alienate this portion of Robertson Street be advertised in a local newspaper, in order to inform all the residents of the Langeberg municipal area.
 - 2.2 That if no legal and/or valid objections have been received, permission be granted to the applicant to submit a land use application in terms of the relevant sections of the Langeberg Municipal: Land Use Planning By-Law, 2015 and that once the aforementioned process has been finalized, the application referred back to Council for a formal decision in this regard.

NOTE: Annexures were distributed as part of the agenda for the
Corporate Services Portfolio Committee meeting of 04 June 2018 (pg 35, 36)

This item did not serve at the Executive Mayoral Committee meeting of 11 June 2018 as the meeting was cancelled
Hierdie item het nie by die Uitvoerende Burgemeesterskomitee vergadering van 11 Junie 2018 gedien nie, omdat die vergadering gekanselleer was.

The report is referred to the Council meeting for consideration

Die verslag word na die Raadsvergadering verwys vir oorweging

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 19 Junie 2018
This item served before an Ordinary Meeting of Council on 19 June 2018
Eenparig Besluit / Unanimously Resolved

That the report be referred back for resubmission to the Corporate Services Portfolio Committee.

Dat die verslag terugverwys word na die Korporatiewe Dienste Portefeulje Komitee.

Further comments: Manager: Administrative Support

It has been confirmed that the portion in question is 819m^2 in extent.

Relevant documentation is attached to this report

Aanbeveling / Recommendation

1. That it be confirmed that a portion of municipal land, a portion of Robertson Street, ($\pm 819\text{m}^2$) Robertson is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)

Dat dit bevestig word dat 'n gedeelte munisipale grond 'n gedeelte van Robertsonstraat ($\pm 819\text{m}^2$), Robertson nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

2. That the application of Statinsky 139 (Pty) Ltd to close and purchase a portion of municipal land, a portion of Robertson Street ($\pm 819\text{m}^2$) Robertson be approved in principle subject to the following conditions:

Dat die aansoek van Statinsky 139 Pty Ltd om 'n gedeelte munisipale grond, 'n gedeelte van Robertsonstraat ($\pm 819\text{m}^2$) Robertson te sluit en te koop goedgekeur word in beginsel onderworpe aan die volgende voorwaardes:

- 2.1 That written notices have been served on all adjoining property owners.

Dat geskrewe kennisgewings aan al die aanliggende eienaars bedien word.

- 2.2 That if no legal and / or valid objections have been received, permission be granted to the applicant to submit a land use application in terms of the relevant sections of the Langeberg Municipal: Land Use Planning By-Law, 2015 and that once the aforementioned process has been finalized, the application referred back to Council for a formal decision in this regard.

Dat indien geen geldige / wettige besware ontvang is nie, toestemming aan die aansoeker verleen word om 'n grondgebruik aansoek voor te lê in terme van die relevante afdelings van die "Langeberg Municipality: Land Use Planning By-Laws, 2015" en nadat die voorgemelde proses afgehandel is die aansoek terug verwys word na die Raad vir 'n formele besluit in die verband.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 53, 54)

This item served before the Corporate Services Portfolio Committee on 17 July 2018

Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 17 Julie 2018

Aanbeveling / Recommendation

1. That it be confirmed that a portion of municipal land, a portion of Robertson Street, ($\pm 819\text{m}^2$) Robertson is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)

Dat dit bevestig word dat 'n gedeelte munisipale grond 'n gedeelte van Robertsonstraat ($\pm 819\text{m}^2$), Robertson nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

2. That the application of Statinsky 139 (Pty) Ltd to close and purchase a portion of municipal land, a portion of Robertson Street ($\pm 819\text{m}^2$) Robertson be approved in principle, subject to the following conditions:

Dat die aansoek van Statinsky 139 (Pty) Ltd om 'n gedeelte munisipale grond, 'n gedeelte van Robertsonstraat ($\pm 819\text{m}^2$) Robertson te sluit en te koop goedgekeur word in beginsel onderworpe aan die volgende voorwaardes:

- 2.1 That written notices have been served on all adjoining property owners and that the Municipality's intention to alienate this portion of Robertson Street be advertised in a local newspaper in order to inform all the resident in the Langeberg municipal area.

Dat geskrewe kennisgewings aan al die aanliggende eienaars bedien word en dat die Munisipaliteit se voorneme om hierdie gedeelte van Robertsonstraat te vervreem, in 'n plaaslike koerant geadverteer word ten einde alle inwoners van die Langeberggebied in te lig.

- 2.2 That if no legal and / or valid objections have been received, permission be granted to the applicant to submit a land use application in terms of the relevant sections of the Langeberg Municipal: Land Use Planning By-Law, 2015 and that once the aforementioned process has been finalized, the application referred back to Council for a formal decision in this regard.

Dat indien geen geldige / wettige besware ontvang is nie, toestemming aan die aansoeker verleen word om 'n grondgebruik aansoek voor te lê in terme van die relevante afdelings van die "Langeberg Municipality: Land Use Planning By-Laws, 2015" en nadat die voorgemelde proses afgehandel is die aansoek terug verwys word na die Raad vir 'n formele besluit in die verband.

NOTE: Annexures were distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 17 July 2018 (pg 53, 54)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

1. That it be confirmed that a portion of municipal land, a portion of Robertson Street, ($\pm 819\text{m}^2$) Robertson is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)

Dat dit bevestig word dat 'n gedeelte munisipale grond 'n gedeelte van Robertsonstraat ($\pm 819\text{m}^2$), Robertson nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

2. That the application of Statinsky 139 (Pty) Ltd to close and purchase a portion of municipal land, a portion of Robertson Street ($\pm 819\text{m}^2$) Robertson be approved in principle, subject to the following conditions:

Dat die aansoek van Statinsky 139 (Pty) Ltd om 'n gedeelte munisipale grond, 'n gedeelte van Robertsonstraat ($\pm 819\text{m}^2$) Robertson te sluit en te koop goedgekeur word in beginsel onderworpe aan die volgende voorwaardes:

- 2.1 That written notices have been served on all adjoining property owners and that the Municipality's intention to alienate this portion of Robertson Street be advertised in a local newspaper in order to inform all the resident in the Langeberg municipal area.

Dat geskrewe kennisgewings aan al die aanliggende eienaars bedien word en dat die Munisipaliteit se voorneme om hierdie gedeelte van Robertsonstraat te vervreem, in 'n plaaslike koerant geadverteer word ten einde alle inwoners van die Langeberggebied in te lig.

- 2.2 That if no legal and / or valid objections have been received, permission be granted to the applicant to submit a land use application in terms of the relevant sections of the Langeberg Municipal: Land Use Planning By-Law, 2015 and that once the aforementioned process has been finalized, the application referred back to Council for a formal decision in this regard.

Dat indien geen geldige / wettige besware ontvang is nie, toestemming aan die aansoeker verleen word om 'n grondgebruik aansoek voor te lê in terme van die relevante afdelings van die "Langeberg Municipality: Land Use Planning By-Laws, 2015" en nadat die voorgemelde proses afgehandel is die aansoek terug verwys word na die Raad vir 'n formele besluit in die verband.

RECONSTRUCTION OF MUNICIPAL STORES AT BONNIEVALE (7/1/4/2/2): DIRECTOR ENGINEERING SERVICES.

Purpose of Report

To obtain approval from Council for the reconstruction of the damaged municipal stores in Bonnievale.

Background

The municipal stores building in Bonnievale was damaged in a fire and must be replaced/reconstructed as the building is posing an occupational health and safety risk and is also very unaesthetically.

The temporary accommodation of the operational municipal staff from civil and electrical engineering, solid waste management and parks & amenities with all their vehicles and equipment at the municipal offices in Main Road is also problematic. An amount of R 1 246 761 was received from the municipality's insurer for the damaged building and contents etc. as set out in the table below.

Building	R 435 250.35
Rubble Removal	R 140 710.20
Fire Brigade Cost	R 5 013.80
Electronic	R 16 608.16
Contents	R 287 429.33
Combined Non standard	R 17 400.00
All Risk	R 344 350.04
Total	R 1 246 761.88

There are two proposed options for the reconstruction of the stores namely to rebuild it on the existing site (Option A) or to relocate the stores and construct a new building on an alternative site on the corner of Myrtle Rigg Avenue and Forest Street as indicated on the attached map (Option B). This location is more secure and this option also enables the municipality to sell the property where the store is currently located.

The estimated cost for Option A is R 4 047 500 as summarised in the table below and includes the removal and disposal of the asbestos roof sheeting as prescribed by the very strict relevant environmental legislation.

Cost Estimate for Option A (Existing Site)

Item	Cost Estimate
Removal of asbestos roof sheeting	R 145 000
Packaging, transportation & disposal of roof sheeting at Vissershok disposal site, Cape Town	R 710 000
Replacement of damaged sections of steel structure	R 450 000
Repair of building	R 1 280 000
Security, alarm and cameras	R 100 000
Security Fencing 310m	R 775 000
New roof 1050m2	R 587 500
Total (VAT exclusive)	R 4 047 500

The estimated cost for Option B is R 3 662 675 as summarised in the table below and includes the construction of a new steel structure store (where all personnel, vehicles and equipment can be accommodated), new ablution facilities, security fencing as well as an alarm system and security cameras etc.

Cost Estimate for Option B (New Site)

Item	Cost Estimate
Security Fencing 202m	R 506 675
Security, alarm and cameras	R 120 000
Steel Structure Store (2x18x30m)	R 1 280 000
Building of store walls 1,5m high	R 168 000
Floors 162m ³	R 405 000
Building works for inner walls 780m ²	R 498 000
New ablution facilities	R 468 000
Electricity	R 125 000
Electricity supply	R 80 000
Sub Total	R 3 650 675
10% contingencies	R 357 067
Total (VAT exclusive)	R 3 927 742

If Option B is approved income will also be realised from the sale of the property where the store is currently located.

There is however a pre-primary school (Irena Coetzee Pre-Primêre Skool) situated directly opposite this proposed site (on the corner of Forest- and Myrtle Rigg Streets) and it is also situated adjacent to existing residential properties. The relocation of the municipal stores to this location may therefore have a negative impact on the school and surrounding residential properties with regards to noise, traffic, dust etc.

Option A is proposed namely that the municipal stores in Bonnievale be rebuild on the existing site and that the required building control processes (drafting and approval of building plans) be finalized in order to obtain a cost estimate of the works.

Comments from CFO

Support option B due to the cost effectiveness thereof and the fact that the current ERF can be sold via a competitive bidding process and the proceeds on the sale can be used partially to fund the cost of erecting the new stores at the new location.

Comments from Manager: Town Planning & Building Control

A portion of the rem/462 is zoned utility. The objective of this zone is to reserve land for uses that do not fall into another zoning category and that is normally undertaken by national, provincial and municipal government agencies including utility services and substations. Some flexibility for the use of land and development parameters is provided.

Primary uses are Utility, Authority and Crèche. Authority use means a use which is practiced by or on behalf of an organ of state and includes a use practiced by the Municipality.

Utility service means a use or infrastructure that is required to provide engineering and associated services for the proper functioning of urban development and includes a water reservoir and purification works, electricity substation,

storm water retention facilities, and a waste-water pump station and treatment works, rooftop base telecommunication station and freestanding base telecommunication station.

Proposal B will therefore be subjected to the subdivision of a portion of the rem/462 (current zoning undetermined), rezoning and consolidation. Cognizance should however be taken of the close vicinity of the pre-primary school and adjacent residential erven and the potential negative impact of this option.

Comments from Manager: Civil Engineering Services

The current utilization of the municipal offices in Main Road causes problems with the storage of filling sand, road stone etc. If the decision is to relocate the stores, provision must be made for space to accommodate storage for this items.

Comments from Manager: Electrical Engineering Services

The Electrical Department supports proposal B. The estimated cost for an electrical connection is ±R 90 000.00. The underroof parking must be adequate for two trucks and 3 x LDV's.

Comments from Manager: Solid Waste Management

Option A: This site was effectively utilized without any hindrances, nuisances or issues that depicted it to be unsuitable to be used as location for the store except for the security issues.

Option B: There is a crèche located directly opposite the proposed erf. As a result, the following is to be taken in consideration:

Noise Levels: There will definitely be an increase of the (ambient)level of noise. Due to the type and number of vehicles in use that is to frequent the site.

This will inevitable disturb, and at times even interrupt, the peaceful atmosphere in which learning takes place at the crèche.

Safety: The movement of small children, and their parents during dropping off or picking up is part of the daily routine, and movement of additional traffic poses an additional risk factor. The type of vehicles (mostly large, with uncommon dimensions) and equipment transported, or being moved in or out of the area, will affect the overall safety of the area for pedestrians, and drivers alike.

The residential erf adjacent to this site, will experience similar effects, and the resultant activities on the site can convert the character of this area to more of an industrial nature, changing it from what now is, and enjoyed as, a peaceful, safe residential area.

Given the above, Option A can thus be recommended as the option of choice.

Comments from Manager: Administrative Support

Both sites are Municipal property. Taking the position of option B into consideration, is option A supported.

Recommendation:

1. That the municipal stores in Bonnievale be rebuild on the existing site.
2. That the required building control processes (drafting and approval of building plans) be finalized in order to obtain a cost estimate of the works where after the required funding be finalized.

This item served before an Engineering Services Portfolio Committee Meeting on 17 July 2018
Hierdie verslag het voor 'n Ingenieursdienste Portefeulje Komitee Vergadering gedien op 17 Julie 2018
Recommendation / Aanbeveling

1. That the municipal stores in Bonnievale be rebuild on the existing site.
2. That the required building control processes (drafting and approval of building plans) be finalized in order to obtain a cost estimate of the works where after the required funding be finalized.

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Aanbeveling / Recommendation

1. That the municipal stores in Bonnievale be rebuild on the existing site.
2. That the required building control processes (drafting and approval of building plans) be finalized in order to obtain a cost estimate of the works where after the required funding be finalized.

**BURSARIES AWARDED TO THE TOP ACHIEVERS OF 2017 - ALL SECONDARY SCHOOLS IN LANGEBERG
(OFFICE OF THE MAYOR)**

Purpose of the report

To submit to Council a report on bursaries that the Mayor awarded to students that were the top achievers in matric from the different Secondary Schools in Langeberg.

Background

The Mayor has a bursary fund from which he rewards students for their good results in the matric exams and who decide to study at an accredited institution. This money is paid over to the institution after the student has supplied proof of further study / registration documents. The money is used to help the student with expenses related to their study. The top 3 achievers from every school gets assistance: R 5000.00 for the first place in the class, R 3500.00 for the second place and R 2000.00 for third place.

The results are based on information received from the Department of Education and supplied to us by the relevant school. The school gives us the contact details of the students and we communicate with them to supply the relevant information to us. This process has challenges because students regularly change their cell numbers. Councillors have also assisted in tracing some students. Some students have indicated that they will not be studying and some are taking a gap year. 14 students were assisted this year. The total amount paid out was R 50,500.00.

Comments

Attached to this report is the list of students that received bursaries.

Recommendation

That the contents of the report is noted .

NOTE: Annexures were distributed as part of the agenda for the
Mayoral Committee meeting of 24 July 2018 (pg 145)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Aanbeveling / Recommendation

That the contents of the report is noted .

Dat kennis geneem word van die inhoud van die verslag.

**QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: APRIL - JUNE 2018 (9/2/1/9), DIRECTOR:
STRATEGY & SOCIAL DEVELOPMENT**

Purpose of Report:

To submit a quarterly progress report on the LED Department to Council for the period April – June 2018.

Background

This report seeks to report the progress of the LED Department for the period of April – June 2018.

1. ENTERPRISE DEVELOPMENT PROGRAMME:

1.1. Small Business Enterprise Agency (SEDA) engagement with businesses

SEDA proceeded with the engagement per town with the small Businesses from the Langeberg Area during April – June as agreed. Business advisors sat with the businesses assisting with registration, business plans, funding applications and related questions at the following venues from 10H00 – 16H00. The LED Department is also on an on-going basis referring businesses by sending their referrals, and SEDA client registration forms to SEDA.

- | | |
|---------------------------------|----------------------------------|
| • MAG Centre, Montagu | - 24 April, 15 May, 05 June 2018 |
| • Ashton Town Hall | - 24 April, 08 May, 19 June 2018 |
| • Happy Valley Hall, Bonnievale | - 17 April, 29 May, 05 June 2018 |
| • McGregor Community Hall | - 24 April, 29 May, 19 June 2018 |
| • Robertson Town Hall | - 17 April, 22 May, 12 June 2018 |

On 28 May at the Commando office a meeting was held with SEDA and the Langeberg Municipality to discuss the way forward for businesses and access to funding.

1.2. Informal Traders

The LED officials went to the Informal trading sites to check on Traders if all permits are up to date and if there are illegal trading at the allocated areas. The stall numbers are clear enough to see.

1.3. Informal Trading area – McGregor

The department are currently busy with a process to allocate an Informal Trading area in McGregor for Informal Traders. A meeting took place to discuss the site layout plan on the 28th of June 2018 with Assistant Manager: Town Planning and Superintendent: Traffic Services. Thereafter the procedures to get it approved will be followed.

1.4. Local Economic Development Strategy Stakeholder Meeting.

The Small Businesses, Informal Traders, and Stakeholders had been contacted to inform them of the Stakeholder meeting being held at the Callie De Wet Hall on 04 May 2018 from 10H00 – 13H00.

Welcoming was done by portfolio head for Strategy and Social Dev. Cllr. P Hess, Mr. Van Schalkwyk gave some background information regards to the meeting, Haidee Swanepoel from HS Business Solutions did her presentation followed by closure and way forward by Mrs. O Liemens.

1.5. Business Forum Meeting in McGregor

The purpose of the meeting was to plan the process of establishing a forum for businesses in the McGregor area and to get inputs from all the SMME's, 5 people would be chosen to represent this forum , 1 person from each town. This forum will represent SMME's at all meetings, this will help SMME's with the economic growth of their businesses and also unemployed youth will be focused on. Mr. C Abrahams began with the registration process of the businesses and planning of Grant Programme for Youth in McGregor by NYDA for June 2018. A follow up meeting was held on **21 May 2018**, for the establishment of the businesses.

1.6. Bakery Tenders

1.6.1 McGregor Local Economic Development & Training Centre

The intention of the projects is to provide economic development to the community and beneficiaries, therefore it is essential that the appointed bidder create economic and social opportunities primarily to the immediate beneficiaries and the community. This will be a sustainable livelihood project. The project has to remain in line with the mandate of the community upliftment and job creations. The SOC certificate for the bakery is in process.

Progress reports will be regularly submitted to the Municipality.

1.6.2 Nkqubela Bakery

This project is a community bakery which is situated at 1 Burwana Street in Nkqubela, only one service provider qualified and met all the requirements necessary.

The rental period commenced on 1 May 2018 and will be for a period of 3 years, termination on 30 April 2021. The lease will be free of charge for the first year, from May 2019 till April 2020, the monthly rental amount will be R100.00 per month plus VAT. From July 2020 the Monthly lease will be R300.00 plus VAT per month. The SOC certificate for Nkqubela has been finalised.

1.7. SARS Tax Workshop (SEDA)

SEDA in collaboration with Langeberg Municipality had a 2-day workshop on all tax related issues for the smme's of the Langeberg area. It took place on the 13th & 14th of June 2018 in the Old Council Chamber, Robertson from 10:00 – 15:00. The workshop was attended by ± 30 smme's.

The following tax related issues were covered:

- Income tax
- Provisional tax
- Turnover tax
- Small Business Corporation
- PAYE
- VAT Basic
- "Tax clearance process"

We had positive feedback from the smme's on this workshop. They felt it was beneficial to them.

Elsenburg Information Session

SEDA in collaboration with Langeberg, Western Cape Department of Agriculture and Cape Winelands had an information day on all grant, farming support, and youth programs their department offers.

The Information day took place on the 18th of June 2018 at the Robertson Town Hall from 08:30 – 13:00. The presentations were done by Mr. Sazi Mpotulo, Mr. Johannes Links (Elsenburg Agriculture Training Institute), Ms. Prudence January (Cape Winelands – SEED FUND program), Ms. Lynadia Haas (Breede – Gouritz Catchment Management Agency) and Mr. Ofhani Netshitakani (Department of Rural Development and Land Reform). Catering was done by Elsenburg.

2. EXPANDED PUBLIC WORKS PROGRAMME

- Updated 12 projects for **April** monthly progresses on the EPWPrs system.
 1. Finance data capturer
 2. Cleaning of sidewalks and riverbanks
 3. War on leaks (Audit meter project)
 4. Cleaning Different town
 5. McGregor houses
 6. Finance assets verification project
 7. Cleaning garden at Museum office in Robertson
 8. Upgrading of Nkqubela sport field
 9. Security project (monthly progress)
 10. Robertson Compost Plants
 11. Verification of houses for deed
 12. (Kanana) Civil services (register project, compiling business plan on system and upload the beneficiaries). resolved
- Compiled Ignite report for the progress report for job creation
- Finalised the timesheet for own project
- Compiled draft business plan for 2018/19
- Submit the EPWP Evaluation quarterly report
- Attended the EPWP meeting in Bellville on the 19 April 2018
- Interview with communication officer for May Langeberg Express.
- Updated 12 projects for **May** monthly progresses on the EPWPrs system
 1. Finance data capturer
 2. Cleaning of sidewalks and riverbanks
 3. War on leaks (Audit meter project)
 4. Cleaning different town
 5. Finance assets verification project

6. Cleaning garden at Museum office in Robertson
 7. Upgrading of Nkqubela Sport field
 8. Security project (monthly progress)
 9. Robertson Compost Plants
 10. Verification of houses for deed
 11. Kanana Civil services (register the project, doing business plan on system and upload the beneficiaries.)
 12. Verification of Kanana service project (Registration and Business plan)
- Captured Ignite report for the progress report on job creation (EPWP reporting system)
 - Finalised EPWP business plan for 2018/19 and submit to Municipal Manager
 - Prepared files for EPWP pre-audit, and AGSA
 - Attended the SDBIP meeting in Ashton office
- Update 16 projects for June Monthly progress on the EPWP system
 1. Finance data capturer
 2. Cleaning of sidewalks and riverbanks
 3. War on leaks (Audit meter project)
 4. Cleaning different town
 5. Finance assets verification project
 6. Cleaning garden at Museum office in Robertson
 7. Upgrading of Nkqubela sport field
 8. Security project (monthly updates)
 9. Robertson Compost Plants
 10. Verification of houses for deed
 11. Kanana civil services (Monthly updates.)
 12. Verification of Kanana services (Monthly report)
 13. Construction of new building, Ashton.
 14. Audit administration intern (Registration form, business plan form and monthly updates) on the system.
 15. IT Department interns (Registration form, Business plan and monthly report) on the system.
 16. Sorting of the Recycling landfill plants
- Ignite report for the progress report for job creation (on system)
 - Amended EPWP business plan for 2018/19 and submit to the Director
 - Attend the EPWP Phase4 strategic consultation meeting
 - Doing the progress report of Job creation for June and quarterly report.
Doing Annual evaluation report of EPWP and quarterly evaluation report of EPWP.

3. ARTS AND CULTURE DEVELOPMENT PROGRAMME

3. ARTS AND CULTURE DEVELOPMENT PROGRAMME

Attached are the quarterly reports of RAD Foundation (Mrs. Helen Gooderson), Dancescape S. A (Mr. Mitya Sargeant), and McGregor Arts Community Project (Mrs. Jennifer Johnson) from April – June 2018.

3.1 Langeberg Kultuurkis

Langeberg Municipality in collaboration with RAD Foundation hosted its annual Langeberg Kultuurkis in Bonnievale in the Happy Valley Community Hall on the 16th of June 2018. 400 Spectators witnessed 198 artist displayed their talent in performing arts and drama. Each performance included messages of Anti Substance abuse for the youth. The RAD Foundation conducted auditions before the Kultuurkis festival, to identify the talent, and provide them with training to develop their skills. The groups were selected from all 5 towns.

Training will continue to be provided to these groups on an ongoing basis and they will be given the opportunity to perform at other events and possibly make a career out of the arts.

The detail of the Kultuurkis event is on the attached monthly report of RAD Foundation (Helen Gooderson)

4. DRAMA FESTIVAL 2018

The LED Department in collaboration with Department of Cultural Affairs and Sport has send out Drama festival registration forms for all the drama groups in the Langeberg Area, meetings will be held in preparation for the drama show that will be on the 25th of August 2018. 6 Drama groups from the Langeberg area registered for the Drama festival.

CONSULTATIONS

19 Consultations were done for the month of April – June 2018

Recommendation/ Aanbeveling

That Council notes the contents of the report for the period April – June 2018

NOTE: Annexures were distributed as part of the addendum to the agenda for the Strategy & Social Development Portfolio Committee meeting of 17 July 2018 (pg 06 - 25)

This item served before the Strategy & Social Development Portfolio Committee on 17 July 2018.
Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulie Komitee op 17 Julie 2018.
Aanbeveling / Recommendation

That Council notes the contents of the report for the period April – June 2018

NOTE: Annexures were distributed as part of the agenda for the Mayoral Committee meeting of 24 July 2018 (pg 151 - 164)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Aanbeveling / Recommendation

That Council notes the contents of the report for the period April – June 2018

FINANCIAL REPORTING IN TERMS OF SECTION 71 FOR THE MONTHLY BUDGET STATEMENT & SECTION 52 (D) FOR THE QUARTERLY BUDGET ASSESSMENT STATEMENT FOR JUNE 2018 (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, is 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: Annexures were distributed as part of the agenda for the Mayoral Committee meeting of 24 July 2018 (pg 166 - 215)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

CHANGING OF TIMES OF PORTFOLIO COMMITTEE MEETINGS (3/2/3/1)(DIRECTOR CORPORATE SERVICES)

Purpose of report

To submit to Council for consideration a report on the changing of the times of Portfolio Committees.

Background

Council at its meeting of 24 October 2017, item A 3508 resolved on the programme of meeting dates and times for the 2018 year.

Comments

In practise it results that there are long periods between portfolio committee meetings that councillors and officials have to sit around waiting for the next meeting to start.

At the Corporate Services Portfolio Committee meeting held on 17 July 2018 it was proposed that the times allocated for portfolio committee meetings should be shortened as the current times allocated are too long, and to finalize all meetings before 13:00 on the day of the portfolio committee meetings.

Recommendation

That from August 2018 the times of meetings of the Portfolio Committees be as follows:

1. Corporate Services.....08h00 – 08h45
2. Strategy & Social Development08h45 – 09h30
3. Community Services09h30 – 10h45
4. Engineering Services10h45 – 11h30
5. MPAC Committee.....11h30 – 12h15
6. Financial Services12h15 – 13h00

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018

Aanbeveling / Recommendation

1. That from August 2018 the times of meetings of the Portfolio Committees be as follows:
 - 1.1 Corporate Services.....08h00 – 08h45
 - 1.2 Strategy & Social Development08h45 – 09h30
 - 1.3 Community Services09h30 – 10h45
 - 1.4 Engineering Services10h45 – 11h30
 - 1.5 MPAC Committee.....11h30 – 12h15
2. That the meetings of the **Financial Services Portfolio Committee** be set for dates later in each month in order to capture and submit those financial reports which become available only later in the month
 - 2.1 16 August 2018 at 09h00
 - 2.2 19 September 2018 at 14h00
 - 2.3 19 October 2018 at 09h00
 - 2.4 21 November 2018 at 14h00

REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS (16/2/16): DIRECTOR ENGINEERING SERVICES

Purpose of report

To inform council on the process for the removal of illegal electricity connections in the Langeberg Municipal Area.

Background

There are currently many illegal electricity connections in the Langeberg municipal area which poses a major risk to consumers and the public as the illegal connections are from formal houses with electricity supply via loose wires and open connections to backyard dwellers and nearby informal structures.

These illegal connections are a violation of the municipality's bylaw on Electricity Supply as published in the Provincial Gazette 6205 of 11 February 2005 (see attached copy). In terms of the Occupational Health and Safety Act (Act 85 of 1993 as amended) Langeberg Municipality may be held accountable in the event of an injury/death caused by such illegal electricity connections.

The illegal electricity connections also cause overloading of the distribution networks that result in power outages especially during peak demand times as is currently experienced in Nkqubela.

Eskom recently expressed their concern on this issue and urged all South Africans to use electricity safely (see attached press release by Eskom dated 22/08/2016)

Electricity can only be supplied to registered erven by means of a service agreement with the registered owner of the property and temporary connections to informal structures that are illegally erected on municipal land can therefore not be implemented.

In terms of the Electricity Supply Bylaw and the Operational Health and Safety Act electrical installations may only be made by a competent person who is registered to do so. No permission can therefore be given to anyone to do any electrical installation if that person does not comply with the above mentioned legal requirements.

Council also resolved as per the attached Resolution A3361 dated 25 April 2017 that all illegal electricity connections be removed as stipulated in the relevant by-law to prevent any claims against Council in terms of Section 9 of the Occupational Health and Safety Act due to injuries/deaths caused by any such illegal electricity connections.

The process for the removal of illegal electricity connections is as follow:

1. Identify all houses from where illegal electricity connections are made – this process is completed.
2. Send notices (see attached copy) to all identified households with the following contents:

It has come to the attention of Langeberg Municipality that electricity is being illegally distributed from your premises to other consumers. In terms of the Occupational Health and Safety Act and Regulations 83 from 1993 and Langeberg Municipality Electricity By-Law, you are hereby given notice to remedy this illegal distribution of electricity within 14 (fourteen) days. Failure to do so will result in the disconnection of the electricity supply to your premises. The electricity supply shall only be restored to your premises after the illegal extension cord has been removed. If you receive free basic services, this service will be terminated immediately if you fail to respond to the request. Not only is this electrical connection unlawful but it poses a danger to the community and put their life at risk. You are accordingly warned that should any incident occur that leads to injury or loss of life due to the illegal electrical connection emanating from your house, you will be personally liable and criminally charged.

This process was also completed but no responses were received.

3. Disconnection of electricity supply. This is done by blocking the relevant prepaid electricity meter so that no more electricity can be purchased.

It is however anticipated that this action may lead to protest action from affected residents and Council is therefore made aware of this matter and contingency plans should be prepared. A meeting will be scheduled with all relevant SAPS structures to inform them about this process and it is also proposed that the relevant ward councillors should prepare themselves for this potential community reaction.

RECOMMENDED:

That the prepaid electricity meters of houses from where illegal electricity connections are made, be blocked until all such illegal connections are removed.

NOTE: Annexures were distributed as part of the agenda for the
Mayco meeting of 24 July 2018 (pg 219 - 251)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

That the prepaid electricity meters of houses from where illegal electricity connections are made, be blocked until all such illegal connections are removed.

IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR 2017/18 FINANCIAL YEAR (6/1/B)
CHIEF FINANCIAL OFFICER

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.

Background

Section 4 of the policy states as follows:

The 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 amended Supply Chain Management Policy was adopted by Council on 23 May 2017 for implementation in the 2017/2018 financial year.

2. Delegation

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

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

3. Sub-delegation

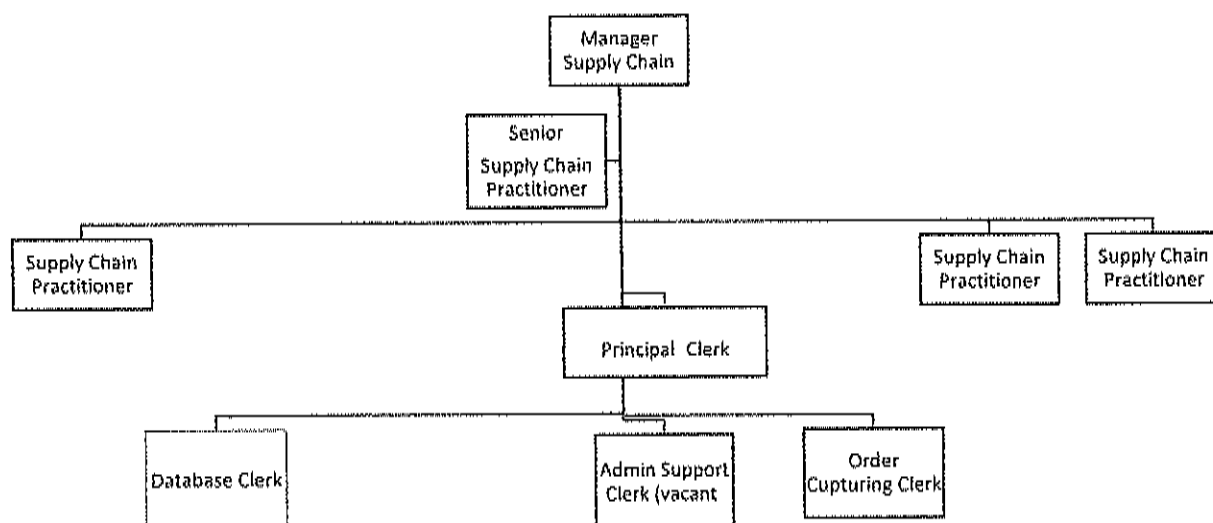
- (1) The Accounting Officer may in terms of section 79 of the Act sub-delegate any supply chain management powers and duties, including those delegated to the Accounting Officer in terms of

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

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



The Supply Chain Management Unit consists of 1 manager; 3 SCM practitioners; 1 Principal Clerk and 3 Clerks. But there is one vacant clerk position.

5. Range of Procurement processes

- (1) The procurement of goods and services will be procured as follow: -
 - (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.

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
July 2017 - June 2018	73	75	62

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

NAMES	DEPARTMENT / SECTION
Ms. C.O. Matthys	Director: Strategy & Social Development
Ms. C. Coetzee	Practitioner: Supply Chain Management
Mr. T.H Carstens	Manager: Human Resources
SECUNDI	

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
July 2017 - June 2018	14	89	14

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

NAMES	DEPARTMENT / SECTION
Mr. B Brown	Chief Financial Officer
Mr. A.W.J. Everson	Director: Corporate Services
Mr. IAB van der Westhuizen	Director: Engineering Services
Vacant	Director: Community Services
Me. S. Kotzé	Manager: Administrative Support
Mr. S. Ngcongolo	Manager: 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
July 2017 - June 2018	15	75	15

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) a verbal quotation may only be obtained for a transaction of a value of not more than R 2 000 (two thousand rand);
- (b) 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
- (c) 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: -

- (a) quotations must be obtained in writing from the different providers whose names appear on the list of accredited service providers of the Municipality;
- (b) 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.

9. List of accredited service providers

Langeberg Municipality's Supply Chain Management Policy section 16 stipulate the following:

The Accounting Officer must: -

- (a) keep a list of accredited service providers that must be used for the procurement requirements through written or verbal quotations and formal written price quotations;*
- (b) at least once a year through newspapers commonly circulating locally, the municipal website or any other appropriate ways, invite service providers to apply for evaluation and listing as accredited service providers; and*

Service providers were invited from 20 January 2018 to register their business on the Municipality's Database in accordance with the Supply Chain Management Policy. The advertisements were placed on the municipal website, the Gazette in 3 languages (Afrikaans, Xhosa and English), and in the national newspapers Die Burger (Afrikaans) and Cape Argus (English).

The registration of service providers on the municipal supplier database is an on-going process and can be done at any given time during the normal working hours.

Recommendation

That the content of the report regarding the implementation of the Supply Chain Management Policy of the Langeberg Municipality be noted.

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

That the content of the report regarding the implementation of the Supply Chain Management Policy of the Langeberg Municipality be noted.

**QUARTERLY REPORT FOR THE PERIOD 1 APRIL 2018 TO 30 JUNE 2018 FOR THE BREËRIVIER WYNLAND
LANDELIKE ONTWIKKELINGS VERENIGING (12/2/3/24) MANAGER: SOCIAL DEVELOPMENT**

Purpose of the Report

To submit the quarterly report for the Breërivier Wynland Landelike Ontwikkelings Vereniging, for the period 1 April 2018 to 30 June 2018, to Council for consideration.

Background

The Breërivier Wynland Landelike Ontwikkelings Vereniging was established in 2002 to address the needs of the farming communities and consists of 4 partners, namely: farmers, farm workers, wine cellars and Langeberg Municipality. The association is registered as a Section 21 Company (2003/010042/08) and NPO (041-754-NPO).

The current representatives for Langeberg Municipality are: Deputy Executive Mayor, Councillor G Joubert and the Manager: Social Development, Mr. D van Schalkwyk.

Comments

The quarterly report for the period 1 April 2018 to 30 June 2018, as received from the Chairperson, Mr. J Fourie, is attached to this report.

Recommendations / Aanbevelings

That the quarterly report submitted by the Breërivier Wynland Landelike Ontwikkelings Vereniging, for the period 1 April 2018 to 30 June 2018, be accepted

NOTE: Annexures were distributed as part of the agenda for the
Mayco meeting of 24 July 2018 (pg 260 - 272)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Aanbeveling / Recommendation

That the quarterly report submitted by the Breërivier Wynland Landelike Ontwikkelings Vereniging, for the period 01 April 2018 to 30 June 2018, be accepted

MONTHLY REPORTS FROM THE LOCAL TOURISM ASSOCIATIONS – JUNE 2018 (12/2/3/3) MANAGER:
SOCIAL DEVELOPMENT

Purpose of the Report

To submit the monthly reports to the Portfolio Committee for notification purposes

Background

In accordance with the amended memoranda of agreement between the Local Tourism Associations and Langeberg Municipality, for the period 1 July 2017 to 30 June 2018, the Local Tourism Associations must submit a monthly report by the 10th of each month. A template was compiled and provided to the Local Tourism Associations to be used as a guideline when submitting the reports.

Comments

The monthly reports for the period June 2018, as received from the Local Tourism Associations, are attached to this report.

Recommendation

That the report from the Local Tourism Associations for June 2018 be noted.

NOTE: Annexures were distributed as part of the agenda for the
Mayco meeting of 24 July 2018 (pg 274 - 292)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Aanbeveling / Recommendation

That the report from the Local Tourism Associations for June 2018 be noted.

EXPENDITURE OF THE 2017 / 2018 BUDGET MEASURED BY THE TOP LEVEL SDBIP ~ FOURTH QUARTER (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)

Purpose of report

To submit a report to Council regarding the expenditure on the 2017 / 2018 budget for the Fourth Quarter as measured by the approved Top level SDBIP

Background

Section 52 (d) of the Municipal Finance Management Act, 56 of 2003, requires that a Mayor must, within 30 days of the end of each quarter, submit a report to the Council on the implementation of the budget and the financial state of affairs of the municipality.

This report informs Council on a quarterly basis of the expenditure and performance in the budget.

Recommendation/ Aanbeveling

That Council notes the contents of the report

Dat die Raad kennis neem van die inhoud van die verslag

NOTE: Annexures were distributed as part of the agenda for the Mayco meeting of 24 July 2018 (pg 294 - 311)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Aanbeveling / Recommendation

That Council notes the contents of the report.

Dat die Raad kennis neem van die inhoud van die verslag.

*** Updated documentation is attached to the agenda for the Council meeting of 31 July 2018 that is being emailed to Councillors.**

SUBMISSION OF MOTION - CLLR S DU PLESSIS – HIGH PRICES OF GRAVES IN ALL OUR TOWNS

Icosz Langeberg

Province leader

Cir Samuel du plessis

Date : 23 July 2018

Re : MOTION OF THE HIGH GRAVE PRICES IN ALL OUR TOWNS

We as Icosz we want the motion to be debate in the next council meeting we as Icosz want to make it very clearly that we want the Council to revisit the High prices that was approved in the last budget that we as Icosz did not vote for.

The new prices as per correspondence 2018/2019 letter that was send by Salens Addon is 2 July 2018

Bricking of the Single grave was R3381.00 the new price R5 651.73 nearly 50 % INCREASE

Please explain why the Single brick grave increase monthly from R5 651.73 to R6 567.60 gholfsaan

Bricking Double Grave price was R5 200 the new price R10 001.38 nearly 50% INCREASE

We as Icosz want the council to revisit this prices it seem poor people will not ever to be able to have a burial or do we have to throw them in black bags .

Recommendation

That the prices be brought down because we as the people in our community are already under severe price increases in the country the petrol have been increase 5 times now.

The municipal service have increase very high as well so we want the council to reduce the price to be affordable because it affect the poor and the unemployed .

So i moved

Cir du plessis

Chief whip Icosz

D. Plessis
23/7/2018

Submitted for consideration

**ADDITIONAL FUNDING FOR HOUSING PROJECTS TO BE IMPLEMENTED IN THE 2018/19 FINANCIAL YEAR:
(17/5/8/5) (DIRECTORS: ENGINEERING SERVICES & STRATEGY AND SOCIAL DEVELOPMENT)**

Purpose of report

To inform Council of the availability of additional funding for housing projects to be implemented in the 2018/19 financial year.

Background

Langeberg Municipality was informed in May 2018 that the Western Cape Department of Human Settlements (DoHS) had additional funding available for housing projects that are implement-ready. The funding is for the construction of top structures as well as for the installation of civil engineering services.

A meeting was subsequently requested with DoHS which took place on Friday, 25 May 2018 at the offices of DoHS in Cape Town. At the meeting the availability of this additional funding for housing projects that are implement-ready in the 2018/19 financial year was confirmed by DoHS and the housing projects of Langeberg Municipality that are currently implement-ready were subsequently presented to DoHS with a request that these projects be considered for funding.

A letter (attached to this report as Annexure A) dated 19 June 2018 has now been received from DoHS in this regard whereby it is confirmed that additional funding for the following housing projects will be made available subject to the conditions as set out below:

1. Erf 136, Nkqubela
Construction of approximately 180 top structures on this site that was originally earmarked for GAP housing. All civil engineering services (with gravel streets) are already installed for the 148 erven on the existing layout. As this site was originally earmarked for GAP housing the erven are larger ($\pm 180\text{m}^2$) than a normal RDP erf and it is therefore recommended by DoHS that the erven be sub-divided and the number of erven be increased where practically possible as all civil engineering services are already installed. An application to upgrade the existing gravel streets to tarred streets will also be submitted.
2. Kenana
Construction of 200 top structures for qualifying beneficiaries with the balance of the 305 sites to remain as serviced sites. The existing Kenana housing project consists of 505 serviced erven as per the UISP (Upgrading of Informal Settlements Programme) without any top structures.
3. Robertson Heights
Construction of 188 top structures with all internal civil engineering services.
4. Erf 4024 Robertson
Installation of A-grade engineering services for 68 GAP erven on the condition that the input costs for the provision of the services be recovered through the sales of the erven and that this funding then be deposited into the Municipality's Separate Operating Account (SOA) and be reserved for human settlements development subject to the Provincial Minister's approval.

5. Bulk Infrastructure

Bulk infrastructure to unlock the Robertson Heights and Erf 4024 in Robertson. Funding application is required with the full motivation also highlighting the extent of the Municipality's MIG funding contribution towards the upgrading of the bulk services.

The estimated construction cost for the required bulk services (including a new reservoir) for the Robertson Heights and Erf 4024 housing projects is R 12 200 000.

The following funding is provided on the 2018/19, 2019/20 and 2020/21 capital budgets for the installation of bulk services for housing projects:

2018/19 (CRR)	: R 8 950 000 (Kenana and Bonnievale)
2019/20 (CRR)	: R 3 500 000 (Bonnievale)
2020/21 (CRR)	: R 3 500 000 (Bonnievale)

Council has also approved applications for MIG funding for bulk services for the following housing projects as per Resolution A 3641 dated 19 June 2018:

- Boekenhoutskloof, Bonnievale
- Mandela Square, Montagu
- Robertson Heights, Robertson

This additional funding with respect to the housing projects as outlined above is subject to the following conditions:

- a) Project applications must be submitted for the respective projects.
- b) Funding for top structures will be subject to confirmation of qualifying beneficiaries prior to approval thereof.
- c) Provision of an implementation programme indicating procurement schedule and anticipated start and completion dates, taking into account the Department's financial year end of 31 March 2019.
- d) All other standard operation procedures for the approval and release of funding by the Department will apply.

It is proposed that applications be submitted to DoHS for the available additional funding for the housing projects on Erf 136, Nkqubela (176 top structures as well as upgrading of gravel streets to tarred streets) and Robertson Heights (188 top structures and all required internal civil engineering services) as well as for the required bulk services for Robertson Heights.

It is also proposed that an application not be submitted for the construction of 200 top structures in the Kenana UISP housing project and that all 505 erven remain as is under the UISP.

It is also proposed that an application for the installation of A-grade engineering services for the 68 erven on Erf 4024, Robertson not be submitted as Council already resolved to call for tenders for the development of this erf.

The following issues are relevant if this additional funding is accepted by Council:

- 1) The housing projects at Erf 136, Nkqubela and Robertson Heights as well as the bulk services for Robertson Heights are included in the current Asla contract and can be implemented by them. This additional funding from DoHS can however only be accepted on the condition that the funds that cannot be expended by 31 March 2019 be rolled over into the 2019/20 financial year.
- 2) Funding must be secured for the installation of electrical services for Erf 136, Nkqubela (172 units), Robertson Heights (188 units).

The estimated costs for the installation of electrical services for these housing projects are as follow:

Kenana (505 units)	: R 8 080 000 (VAT inclusive)
Erf 136, Nkqubela (148 units)	: R 2 368 000 (VAT inclusive)
Robertson Heights (188 units)	: R 3 024 000 (VAT inclusive)
Erf 4024, Robertson (68 units)	: R 680 000 (VAT inclusive)

The following funding is available for housing projects on the 2018/19, 2019/20 and 2020/21 capital budgets:

Electrification of Kenana (CRR)	: R 3 500 000 (2018/19), R 3 500 000 (2019/20)
Electrification Projects (INEP Grant)	: R 2 226 090 (2019/20), R 2 782 610 (2020/21)

- 3) The process for the inclusion of this funding on the municipality's budget must be finalised as the funding can only be put on the budget via an adjustment budget after it has been published in a Provincial Gazette.
- 4) The lists of beneficiaries for these housing projects must be compiled according to the applicable criteria for each project type.

Erf 136, Nkqubela and Robertson Heights are Greenfield Non-relocation projects for which the applicable qualifying criteria are as follow:

- A South African citizen
- Over 21 and mentally competent to sign a contract
- Married or living with a partner, or single and have dependants (single military veterans or aged people without dependents also qualify)
- Earn less than R3,500 per month per household
- A first time government subsidy recipient
- A first time home owner

The following quotas are also applicable to this housing projects and are used for the prioritization of applicants as per the approved Langeberg Municipality Housing Selection Policy:

1. Quota for farm residents including farm workers

A quota of 5% of opportunities will be set aside for farmworkers and farm residents who are ordinarily resident in the municipal area in all projects, provided that:

- they have in the past or they continue to reside on farms outside of the towns in the municipality for at least 10 years out of the last 13 years
- they are 55 years or older

The minimum registration period of 3 years is not applicable nor is age based prioritization as there is already an age restriction of 55 years or older.

2. Quota for households affected by permanent disability

A quota of 5% of the opportunities will be set aside to prioritise households affected by permanent disability.

Households with the following characteristics are classified as as "households affected by permanent disability:

- a) A household with at least:
 - one adult member (in the core household) having a permanent disability or
 - a financial dependent with a permanent disability such that he/she receives a permanent disability grant or would receive a permanent disability if his/her income fell within the income threshold for the permanent disability grant. If the adult member is older than the threshold age for the Older Person's

Grant and did receive a permanent disability grant before reaching the threshold age for the Older Person's Grant, the household will also fall into category a.

- b) A household with an adult caregiver of a permanent disabled minor who is in the core of the household or financially dependent on the core and who receives a Care Dependency Grant.

Age based prioritization is not applicable but the minimum registration period applies.

3. Quota for households containing adults of 60 years and more in the core

A quota of 15% of opportunities will be set aside to prioritise households containing at least 1 non-dependent adult of 60 years or older in the core of the household.

The minimum registration period applies but not age based prioritization as an age restriction of 60 years or older already applies.

4. Registration Date

The balance of the opportunities will be allocated according to the date of registration but the minimum registration period as well as age based prioritization applies.

If the municipality's housing demand database no longer contains households with at least one non-dependent being 40 years or older that meet the minimum registration period of 3 years, entries will be selected from successively younger cohorts registered on the database in five year increments.

Kenana is a UISP (Upgrading of Informal Settlements Programme) project and to qualify for a UISP, all the National Housing Subsidy Scheme criteria must be met (see above), but also people who meet the following criteria can apply:

- Household with income of more than R3,500 per month
- People without dependents
- Child-headed households
- People who used to own property

The following people's applications will be considered on a case-by-case basis:

- Undocumented immigrants
- People who have previously received housing assistance and who previously owned and/or currently own a residential property

This UISP project is only for qualifying residents who reside in Nkqubela (backyarders, Kenana and Nkanini) and prioritization of applicants is done strictly according to date of application.

The official *waiting list for Nkqubela* has been obtained from the Department of Human Settlements and *is attached to the agenda for the Council meeting of 31 July 2018 that is being emailed to Councillors, as it is unreadable in hard format.*

5) The following Council resolutions regarding these housing projects must be amended as follow:

- A3625 (29 May 2018) – REMOVAL OF PROJECTS FROM THE HUMAN SETTLEMENTS HOUSING PIPELINE

1) That the following projects be removed from the approved Housing pipeline :

Project Number & Name of Town/Suburb	Number of units	Erf Number	Ward	Council Resolution
Ashton Uitspan	22	1869-1870 E&T	9	Yes
Nkqubela GAP & CRU	150: 148 residential, 1 business, 1 community facilities	Part of erf 136	2	Yes
Erf 4024 (Robertson)	68	4024	3	Yes
Erf 313 + 314 (Ashton, c/o Bruwer & Fuller Streets)	53	Erf 313+314 E&T	9	Yes
(Ashton Industrial) Remainder of farm 158/71	161	Rem of farm 158/71 E&T	9	Yes

2. That Corporate Services proceed to go on tender, to alienate

- Ashton Uitspan (erf 1869 - 1870)
- Nkqubela GAP & CRU (Part of erf 136)
- Erf 4024 Robertson (erf 4024)
- Ashton Erf 313 + 314

Nqubela GAP & CRU on Portion of Erf 136 must not be removed from Human Settlements Housing Pipeline and must not go out on tender to be alienated.

- A3392 (25 April 2017) - RESUBMISSION - MATTERS TO BE DISCUSSED BY THE AD HOC COMMITTEE FOR URGENT MATTERS.

1. That the contents of the report be noted and referred back to the Ad Hoc Committee where all processes and projects must be unpacked one by one and then be referred to Council for consideration.
2. That all illegal electricity connections be removed as stipulated in the relevant by-law to prevent any claims against the Council in terms of Section 9 of the Occupational Health and Safety Act due to injuries/deaths caused by any such illegal electricity connections.
3. That 40 of the serviced erven on Erf 136, Nkqubela, be allocated (if approved by the Human Settlements Department, Western Cape Government), to households from Nkqubela who qualify with an income of R 3 501 – R 7 000, or if differently approved.
4. That the other 108 serviced erven on Erf 136, Nkqubela, be sold to residents of Langeberg Municipality of which at least 50% must be to residents of Nkqubela, subject to the approval of the corresponding change in the Langeberg Human Settlements Plan by the Human Settlements Department, Western Cape Government.

Points 3 & 4 must be removed from the resolution.

RECOMMENDATION.

1. That applications be submitted to DoHS for the available additional funding for the housing projects on Erf 136, Nkqubela (176 top structures as well as upgrading of gravel streets to tarred streets) and Robertson Heights (188 top structures and all required internal civil engineering services) as well as for the required bulk services for Robertson Heights.

2. That the attached waiting list for Nkqubela as received from the Department of Human Settlements be used for the identification of the beneficiaries for the housing project on Erf 136, Nkqubela and for the Kenana UISP housing project according to the applicable criteria for each project.
3. That this waiting list be published for public comments for a period of 14 days in order to ensure transparency.
4. That the following Council resolutions regarding these housing projects be rescinded and amended as follow:
 - A3625 (29 May 2018) – REMOVAL OF PROJECTS FROM THE HUMAN SETTLEMENTS HOUSING PIPELINE

1) That the following projects be removed from the approved Housing pipeline :

<i>Project Number & Name of Town/Suburb</i>	<i>Number of units</i>	<i>Erf Number</i>	<i>Ward</i>	<i>Council Resolution</i>
<i>Ashton Uitspan</i>	<i>22</i>	<i>1869-1870 E&T</i>	<i>9</i>	<i>Yes</i>
<i>Nkqubela GAP & CRU</i>	<i>150: 148 residential, 1 business, 1 community facilities</i>	<i>Part of erf 136</i>	<i>2</i>	<i>Yes</i>
<i>Erf 4024 (Robertson)</i>	<i>68</i>	<i>4024</i>	<i>3</i>	<i>Yes</i>
<i>Erf 313 + 314 (Ashton, c/o Bruwer & Fuller Streets)</i>	<i>53</i>	<i>Erf 313+314 E&T</i>	<i>9</i>	<i>Yes</i>
<i>(Ashton Industrial) Remainder of farm 158/71</i>	<i>161</i>	<i>Rem of farm 158/71 E&T</i>	<i>9</i>	<i>Yes</i>

2. That Corporate Services proceed to go on tender, to alienate

- Ashton Uitspan (erf 1869 - 1870)
- Nkqubela GAP & CRU (Portion of Erf 136)
- Erf 4024 Robertson (erf 4024)
- Ashton Erf 313 + 314

That Erf 136, Nkqubela not be removed from the human settlements Housing Pipeline and not alienated by tender. ATTACHED HOUSING PIPELINE BE APPROVED AND SUBMITTED TO DOHS

- A3392 (25 April 2017) - RESUBMISSION - MATTERS TO BE DISCUSSED BY THE AD HOC COMMITTEE FOR URGENT MATTERS.
 - 1 That the contents of the report be noted and referred back to the Ad Hoc Committee where all processes and projects must be unpacked one by one and then be referred to Council for consideration.
 2. That all illegal electricity connections be removed as stipulated in the relevant by-law to prevent any claims against the Council in terms of Section 9 of the Occupational Health and Safety Act due to injuries/deaths caused by any such illegal electricity connections.

3. That 40 of the serviced erven on Erf 136, Nkqubela, be allocated (if approved by the Human Settlements Department, Western Cape Government), to households from Nkqubela who qualify with an income of R 3 501 – R 7 000, or if differently approved.
4. That the other 108 serviced erven on Erf 136, Nkqubela, be sold to residents of Langeberg Municipality of which at least 50% must be to residents of Nkqubela, subject to the approval of the corresponding change in the Langeberg Human Settlements Plan by the Human Settlements Department, Western Cape Government.

That points 3 & 4 be removed from the resolution AND IT BE AMENDED TO READ

- A3392 (25 April 2017) - RESUBMISSION - MATTERS TO BE DISCUSSED BY THE AD HOC COMMITTEE FOR URGENT MATTERS.
 1. That the contents of the report be noted and referred back to the Ad Hoc Committee where all processes and projects must be unpacked one by one and then be referred to Council for consideration.
 2. That all illegal electricity connections be removed as stipulated in the relevant by-law to prevent any claims against the Council in terms of Section 9 of the Occupational Health and Safety Act due to injuries/deaths caused by any such illegal electricity connections.

REFERENCE: H/13/Planning/2018

ENQUIRIES: A Raatz

Ms Celeste Matthys (Acting Director: Community Services)
Langeberg Municipality
Private Bag X1
Ashton
6715

For attention: Ms Matthys

**REQUEST FOR ADDITIONAL FUNDING FOR NEW PROJECTS TO BE IMPLEMENTED 2018/2019
PROVINCIAL FINANCIAL YEAR: RESPONSE LETTER**

Dear Ms Matthys

With reference to your letter regarding the above we kindly confirm the following:

1. Funding request for Erf 136 1 or 180 units is supported in principle subject to the departmental norms and standards.
2. Funding request for bulk services for Robertson Heights for the construction of 188 housing opportunities is supported in principle.
3. The funding of the above projects will be subject to the conditions in our letter to you dated 19 June 2018.
4. Funding request for the construction of 200 top structures on Kenana and the installation of engineering services on erf 4024 is declined.

Yours faithfully,



MR P CHANDAKA

REGIONAL DIRECTOR: CAPE WINELANDS & OVERBERG

DATE: (24/07/2018)

CC Mr S Mokweni (Municipal Manager)
Mr Wilson Nel (Manager: Housing Administration)

27 Wale Street, Cape Town, 8001
tel: +27 21 483 0612
Human Settlement Implementation

Private Bag X9083, Cape Town, 8000

www.westerncape.gov.za

Ms. A. Raatz

Ons verw nr / Our Ref No
Isalathiso Sethu

C Matthys

Navrae / Enquiries
Imbuzo

29 June 2018

Head of the Department
Western Cape Government: Human Settlements
27 Wale Street
CAPE TOWN
8000

Attention: Mr Thando Mguli

Email: thando.mguli@westerncape.gov.za

Dear Sir

REQUEST FOR ADDITIONAL FUNDING FOR NEW PROJECTS TO BE IMPLEMENTED IN THE 2018/19 PROVINCIAL FINANCIAL YEAR

Your letter dated 19 June 2018 refers.

The Municipality would like to confirm and give feedback on the request for additional funding, as follows:

1. An application for 180 BNG units on Erf 136 Nkqubela will be submitted. This will also include the application for A-grade engineering services. Attached, please find the application for this project, as well as the new layout plan.
2. The request for the construction of 200 top structures in Kanana is declined and the Municipality would like to continue with the 505 UISP applications.
3. An application for Bulk Infrastructure for the Robertson Heights project will be submitted. Our request for the construction of 188 housing opportunities at Robertson Heights is hereby submitted for consideration in the Department's 2019/2020 financial year.
4. The request for the installation of A-grade engineering services on Erf 4024 is declined as Council took a decision to sell the portion of land by means of a tender process.

ASLA, as the Implementing Agent, will provide the implementation programme with the anticipated start and completion dates for the following projects:

- a) Erf 136, Nkqubela, Robertson
- b) Bulk services for Robertson Heights
- c) Top structures for Robertson Heights in the 2019/2020 financial year

Your consideration for the above is appreciated.

Yours faithfully



S A MOKWENI
MUNICIPAL MANAGER



Rig alla korrespondensie aan die Munisipale Bestuurder
Address all correspondence to the Municipal Manager
Thumelayonke imbalelwano kumphati Kamasipala

The Municipal Manager
Langeberg Municipality
Private Bag X2
Ashton
6715

Fax: (023) 615 - 2272

REQUEST FOR ADDITIONAL FUNDING FOR NEW PROJECTS TO BE IMPLEMENTATED IN THE 2018/19 PROVINCIAL FINANCIAL YEAR

Dear Mr Mokweni

The discussions held between the Department and Mr Isak Van Der Westhuizen on 25 May 2018 regarding the above-mentioned matter refer.

At the aforementioned meeting a request was made for additional funding with respect to the following projects:

1. Construction of approximately 180 BNG units on the site which was originally earmarked for 136 GAP housing on Erf 136 Nkqubela. As this site was originally earmarked for GAP units, the erven are bigger than the normal BNG erf. It is therefore recommended that the erven be subdivided and densities increased from 146 to approximately 180 as discussed.
2. Construction of 200 top structures for qualifying beneficiaries in Kenana with the balance of the 305 sites to remain as serviced sites. The funding approval for the 200 stop structures in Kenana will be subject to completion of a survey to determine the number of qualifiers.
3. Construction of 188 housing opportunities in Robertson Heights. The funding approval will be subject to qualifying beneficiaries.
4. Bulk infrastructure to unlock the Robertson Heights and Erf 4024 projects respectively. Funding application is required with the full motivation also highlighting the extent of the Municipality's MIG funding contribution towards the upgrading of the bulks.

5. Installation of A-grade engineering services on Erf 4024 which will be ringfenced for GAP housing. The input costs for the GAP housing sites will have to be recovered through the sales and the funding deposited into the Municipality' Separate Operating Account (SOA) and be reserved for human settlements development subject to Provincial Minister's approval.

This serves to confirm that additional funding with respect to the projects outlined above will be made available subject to the following conditions:

- a. The Municipality is required to submit project applications for respective projects.
- b. Funding for the construction of top structures will be subject to confirmation of qualifying beneficiaries prior to approval thereof.
- c. Provision of an implementation programme indicating procurement schedule and anticipated start and completion dates, taking into account the Department's financial year end of 31 March 2019.
- d. All other standard operating procedures for the approval and release of funding by the Department will apply.

Yours faithfully


Thando Mguli

Head of Department

Date: 19 JUN 2018

INVITATION TO ATTEND A WINTER SCHOOL FOR COUNCILLORS – 15 TO 16 AUGUST 2018 (3/3/4)
(MANAGER: GOVERNANCE SUPPORT)

Purpose of report

To submit an invitation received from the Directorate: Municipal Support and Capacity Building, Western Cape Government to attend a Winter School for Councillors on 15 to 16 August 2018 to Council for consideration.

Background

Circular (12 of 2018 (2018/918) gives notice of capacity building initiatives within the Western Cape Local Government System. The circular invites councillors to attend a *Winter School for Councillors* on 15 and 16 August 2018 at the Ashanti Wine Estate, Sonstraal Avenue, Paarl.

The theme for the Winter School will be "*Responsible Citizenship*" and special focus will be on Leadership. The following sub-themes will be discussed:

1. Leadership Concepts
2. Leadership in Action
3. Leadership Competencies

The Winter School will be facilitated by the Stellenbosch University and will be rolled out in two days as mentioned above.

Paragraph 6 of Circular (12 of 2018 (2018/918) reads as follows:

"6. Cost Implications

6.1 The Municipality

as 6.1.1 Each municipality will be responsible for costs associated to accommodation as well Subsistence and Travel cost of Councillors.

6.2 The Department

6.2.1 The Department shall cover the tuition cost for the Winter School."

A copy of the Circular is attached to this report

The invitation to attend the Winter School was sent to Councillors. The following Councillors indicated that they will attend the Winter School:

Cllr Nteta	Cllr Mangenengene
Cllr Bosjan	Cllr Kriel
Cllr Du Plessis	Cllr Swanepoel
Cllr Hess	Cllr Beginsel
Cllr Strauss	Cllr Van Zyl
Cllr Grootboom	Cllr Van Eeden
Cllr Janse	Cllr Joubert

Travelling arrangements can be one of the following:

- Make use of official transport CBR11359, Quantum 14 Seater & CCD120
- Make use of private transport and then claim the costs back from the Municipality
- Make use of a service provider

If Councillors make use of their private vehicles, the cost per vehicle traveling from e.g. Ashton to the Ashanti Wine Estate will be R2 168.60 per vehicle. *(calculated at a 2 litre petrol-driven sedan at R4.52 per kilometre for the 480 kilometre return trip. The wine estate is 120km from Ashton.)*

If Councillors make use of a service provider, then the cost for the Municipality will be ± R6400.00 for the two days using Swanns transport. A copy of quotation is attached .

Recommendation

1. That approval be granted for the Councillors to attend the Winter School for Councillors from 15 to 16 August 2018 at Ashanti Wine Estate, Paarl.
2. That Councillors make use of official transport to attend the Winter School.

LOCAL GOVERNMENT CIRCULAR C12 OF 2018 (2018/ 918)

THE MAYOR, CITY OF CAPE TOWN: Cllr P DE LILLE
 THE MAYOR, WEST COAST DISTRICT MUNICIPALITY: Cllr JH CLEOPHAS
 THE MAYOR, MATZIKAMA MUNICIPALITY: Cllr G STEPHAN
 THE MAYOR, CEDERBERG MUNICIPALITY: Cllr J BARNARD
 THE MAYOR, BERGRIVIER MUNICIPALITY: Cllr S CRAFTFORD (ACTING)
 THE MAYOR, SALDANHA BAY MUNICIPALITY: Cllr R M KOEN
 THE MAYOR, SWARTLAND MUNICIPALITY: Cllr T VAN ESSEN
 THE MAYOR, CAPE WINELANDS DISTRICT MUNICIPALITY: Cllr H VON SCHLICHT
 THE MAYOR, WITZENBERG MUNICIPALITY: Cllr BC KLAASSEN
 THE MAYOR, DRAKENSTEIN MUNICIPALITY: Cllr CJ POOLE
 THE MAYOR, STELLENBOSCH MUNICIPALITY: Cllr G VAN DEVENTER
 THE MAYOR, BREEDE VALLEY MUNICIPALITY: Cllr A STEYN
 THE MAYOR, LANGEBERG MUNICIPALITY: Cllr M JANSSEN
 THE MAYOR, OVERBERG DISTRICT MUNICIPALITY: Cllr S FRANKEN
 THE MAYOR, THEEWATERSKLOOF MUNICIPALITY: Cllr CJM VOSLOO
 THE MAYOR, OVERSTRAND MUNICIPALITY: Cllr D COETZEE
 THE MAYOR, CAPE AGULHAS MUNICIPALITY: Cllr PJ SWART
 THE MAYOR, SWELLENDAM MUNICIPALITY: Cllr NG MYBURGH
 THE MAYOR, EDEN DISTRICT MUNICIPALITY: Cllr M BOOYSEN
 THE MAYOR, KANNALAND MUNICIPALITY: Cllr M BARRY
 THE MAYOR, HESSEQUA MUNICIPALITY: Cllr G RIDDELS
 THE MAYOR, MOSSEL BAY MUNICIPALITY: Cllr H LEVENDAL
 THE MAYOR, GEORGE MUNICIPALITY: Cllr C CLARK
 THE MAYOR, OUDTSHOORN MUNICIPALITY: Cllr CF SYLVESTER
 THE MAYOR, BITOU MUNICIPALITY: Cllr MP LOBESE
 THE MAYOR, KNYSNA MUNICIPALITY: Cllr M WILLEMSE
 THE MAYOR, CENTRAL KAROO DISTRICT MUNICIPALITY: Cllr A RABIE
 THE MAYOR, LAINGSBURG MUNICIPALITY: Cllr M GOUWS
 THE MAYOR, PRINCE ALBERT MUNICIPALITY: Cllr G LOTTERING
 THE MAYOR, BEAUFORT WEST MUNICIPALITY: Cllr J VAN DER LINDE

THE SPEAKER, CITY OF CAPE TOWN: MR D SMIT
 THE SPEAKER, WEST COAST DISTRICT MUNICIPALITY: MR R SWARTS
 THE SPEAKER, MATZIKAMA MUNICIPALITY: MR N LOUW
 THE SPEAKER, CEDERBERG MUNICIPALITY: MR W FARMER
 THE SPEAKER, BERGRIVIER MUNICIPALITY: MR R DE VRIES
 THE SPEAKER, SALDANHA BAY MUNICIPALITY: MS O DANIELS
 THE SPEAKER, SWARTLAND MUNICIPALITY: MR M RANGASAMY
 THE SPEAKER, CAPE WINELANDS DISTRICT MUNICIPALITY: MS C MEYER
 THE SPEAKER, WITZENBERG MUNICIPALITY: MS T GODDEN
 THE SPEAKER, DRAKENSTEIN MUNICIPALITY: MR A STOWMAN
 THE SPEAKER, STELLENBOSCH MUNICIPALITY: MR D JOUBERT
 THE SPEAKER, BREEDE VALLEY MUNICIPALITY: MR N MERCUUR
 THE SPEAKER, LANGEBERG MUNICIPALITY: MR S VAN EEDEN
 THE SPEAKER, OVERBERG DISTRICT MUNICIPALITY: MR L DE BRUYN
 THE SPEAKER, THEEWATERSKLOOF MUNICIPALITY: MR D DU TOIT
 THE SPEAKER, OVERSTRAND MUNICIPALITY: MR A COETSEE
 THE SPEAKER, CAPE AGULHAS MUNICIPALITY: MR J NIEWOUDT
 THE SPEAKER, SWELLENDAM MUNICIPALITY: MR B SONQWENQWE
 THE SPEAKER, EDEN DISTRICT MUNICIPALITY: VACANT
 THE SPEAKER, KANNALAND MUNICIPALITY: MR A THERON
 THE SPEAKER, HESSEQUA MUNICIPALITY: MR A STROEBEL
 THE SPEAKER, MOSSEL BAY MUNICIPALITY: MR P TEREBLANCE
 THE SPEAKER, GEORGE MUNICIPALITY: MR G PRETORIUS
 THE SPEAKER, OUDTSHOORN MUNICIPALITY: MS J LE ROUX-KROWITZ
 THE SPEAKER, BITOU MUNICIPALITY: MR E WILDERMAN
 THE SPEAKER, KNYSNA MUNICIPALITY: MS G WOLMARANS
 THE SPEAKER, CENTRAL KAROO DISTRICT MUNICIPALITY: MR I WINDVOGEL
 THE SPEAKER, LAINGSBURG MUNICIPALITY: MR R LOUW

THE SPEAKER, PRINCE ALBERT MUNICIPALITY: MR S BOTES
 THE SPEAKER, BEAUFORT WEST MUNICIPALITY: MR M S MOTSOANE

THE MUNICIPAL MANAGER, CITY OF CAPE TOWN: MR L MBANDAZAYO
 THE MUNICIPAL MANAGER, WEST COAST DISTRICT MUNICIPALITY: MR D JOUBERT
 THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR DP LUBBE
 THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR L VOLSCHENK
 THE MUNICIPAL MANAGER, BERGRIVIER MUNICIPALITY: ADV H LINDE
 THE MUNICIPAL MANAGER, SALDANHA BAY MUNICIPALITY: DR P VOGES
 THE MUNICIPAL MANAGER, SWARTLAND MUNICIPALITY: MR J SCHOLTZ
 THE MUNICIPAL MANAGER, CAPE WINELANDS DISTRICT MUNICIPALITY: MR H PRINS
 THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D NASSON
 THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: DR J LEIBBRANDT
 THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MS G METLER
 THE MUNICIPAL MANAGER, BREEDE VALLEY MUNICIPALITY: MR D MCTHOMAS
 THE MUNICIPAL MANAGER, LANGEBERG MUNICIPALITY: MR SA MOKWENI
 THE MUNICIPAL MANAGER, OVERBERG DISTRICT MUNICIPALITY: MR D BERETTI
 THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR GERRIT MATTYSE
 THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: MR C GROENEWALD
 THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR D O'NEILL
 THE MUNICIPAL MANAGER, SWELLENDAAM MUNICIPALITY: MR A GROENEWALD
 THE MUNICIPAL MANAGER, EDEN DISTRICT MUNICIPALITY: MR M STRATU
 THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR R STEVENS
 THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS
 THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: ADV M GILLIOMEE
 THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: MR T BOTHA
 THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR A PAULSE
 THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR T NDLOVU
 THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MR K CHETTY
 THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT MUNICIPALITY: MR S JOOSTE
 THE MUNICIPAL MANAGER, LAINGSBURG MUNICIPALITY: MS A GROENEWALD (ACTING)
 THE MUNICIPAL MANAGER, PRINCE ALBERT MUNICIPALITY: MR H METTLER
 THE MUNICIPAL MANAGER, BEAUFORT WEST MUNICIPALITY: MR K HAARHOFF

CAPACITY BUILDING INITIATIVES WITHIN THE WESTERN CAPE LOCAL GOVERNMENT SPHERE: ROLL OUT OF WINTER SCHOOL FOR COUNCILLORS

1. BACKGROUND

1.1 Post Local Government elections, the Department in collaboration with various stakeholders rolled out capacity building initiatives for councillors across the Province. The purpose of these initiatives was to provide newly elected councillors with knowledge and skills associated with their new roles and responsibilities, as well as to provide a better understanding of their oversight responsibility.

1.2 As part of these initiatives, the Department rolled out a nine (9) module programme, presented by the Nelson Mandela University which included the following modules:

Table 1

No	Modules	Duration
1.	The Constitutional Mandate and Introduction to Local Government Law	2 days

2.	Rules of Procedure: Conduct Meetings of a Municipal Council	1 day
3.	The Roles and Responsibilities of Councils, Mayors and Speakers in Local Government	1 day
4.	The Law Governing Decisions and Decision-making in Local Government	1 day
5.	Oversight Committees and the functioning of Municipal Public Accounting in Local Government	1 day
6.	Delegation of Powers in Local Government	1 day
7.	Code of Conduct and Procedures for Disciplinary Hearings and Investigations (including practical role-playing and case studies)	2 days
8.	Role of Councillors in the appointment and discipline of senior officials; section 62 appeals and duties of Commissioners of Oath	1 day
9.	Public Participation and Communication	1 day

1.3 In an effort to provide opportunities for continued support to growth and development of councillors, the Department is in the process of rolling out a Winter School for councillors. The Winter School for councillors is envisaged to fulfil the following objectives:

- To enhance councillor skills that steer them towards responsible citizenship.
- To provide councillors with soft skills to improve their interpersonal relationships
- To strengthen governance and oversight practices in municipalities.

1.4 The Winter School for councillors will be rolled out in two (2) days, and will be facilitated by the Stellenbosch University.

2. TARGET AUDIENCE

2.1 The Winter School is open to all councillors. Councillors who have completed the nine (9) module training will receive preference, as only a total of four hundred (400) participants can be accommodated.

3. APPLICATION PROCESS

- 3.1 Councillors are requested to complete the attached registration form, which will serve as a confirmation of attendance. **(Annexure A)**

4. DATES AND DURATION FOR TRAINING

- 4.1 The Winter School will be rolled out in two (2) days, which are 15 and 16 August 2018.

5. TOPICS TO BE COVERED DURING TRAINING

- 5.1 The theme for the Winter School will be "Responsible Citizenship" and special focus will be on Leadership. The following sub- themes will be for discussion.

Theme: Leadership concepts

- Responsibilities of Councillors: Constitutional & Legal Perspectives and Imperatives
- Roles and Relationships of Councillors: Good Governance Leadership Perspectives

Theme: Leadership competencies

- General competencies
- Financial competencies
- Risk management competencies

Theme: Leadership in action

- Setting yourself up and others up for failure: Contested areas in local government that lead to failure
- Identification of problems
- Co-creation of solutions
- Good governance and good citizenship
- Development of an action agenda for good local governance
-

The programme for the two (2) days is attached. **(Annexure B)**

6. COST IMPLICATIONS

6.1 THE MUNICIPALITY

- 6.1.1 Each municipality will be responsible for costs associated to accommodation, as well as Subsistence and Travel cost of councillors.

6.2 THE DEPARTMENT

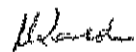
- 6.2.1 The Department shall cover the tuition cost for the Winter School.

7. ACTION REQUIRED FROM MUNICIPALITIES

7.1 Municipalities are required to scan and email registration forms to the Department the by no later than 06 July 2018.

8. Enquiries can be directed to Ms Zanele Mtyoko on 021 483 3565 or alternatively Zanele.Mtyoko@westerncape.gov.za

Kind regards



MS N ZAMXAKA

ACTING HEAD OF DEPARTMENT

DATE: 21/06/2018

AUDIT AND PERFORMANCE COMMITTEE: APPROVAL OF CHARTER - 2018 (5/14/R) (CHIEF AUDIT EXECUTIVE)

Purpose of report

A reviewed Audit and Performance Committee (AC) Charter is submitted to Council for approval.

Background

In terms of paragraph 12 of the accepted AC Charter, the Charter must be reviewed on an annual basis by the AC and submitted to Council for approval. The Charter was last reviewed and approved on 04 October 2017.

The revised Charter was reviewed and accepted by the AC on 16 July 2018.

The reviewed AC Charter is submitted for approval by Council and is attached to this report

Recommendation

That the reviewed AC Charter be approved by Council.

(A 3671)



LANGEBERG

MUNISIPALITEIT MUNICIPALITY MASIPALA

Audit & Performance Committee Charter 2018/2019

INDEX	PAGE
1. Purpose	3
2. Authority & Independence	3-4
3. Composition & Term of office	4-5
4. Termination of membership	5
5. Meetings	6
6. Attendance	6
7. Secretariat functions	6
8. Conflict of interests	7
9. Confidentiality	7
10. Remuneration	7
11. Roles & Responsibility	7-9
12. Reporting Responsibility	9
13. Combined Assurance	9
14. Annual Report	10
15. Evaluation of committee activities	10
16. Review Period	11

1. PURPOSE

- 1.1 The purpose of this document is to assist the Audit & Performance Committee (Committee) in fulfilling its oversight responsibilities for the financial and performance reporting process, the system of internal controls, the audit process, and the municipality's process for monitoring compliance with laws and regulations and the code of conduct.

2. AUTHORITY & INDEPENDENCE

2.1 Authority

- 2.1.1 The Committee according to section 166 of the Municipal Finance Management Act, No. 56 of 2003 is an independent advisory which must:

- 2.1.1.1 Advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality on matters relating to:
- (i) internal financial controls and internal audits;
 - (ii) risk management;
 - (iii) accounting policies;
 - (iv) the adequacy, reliability and accuracy of financial reporting and information;
 - (v) performance management;
 - (vi) effective governance;
 - (vii) compliance with this Act, the annual Division of Revenue Act and any other applicable legislation;
 - (viii) performance evaluation; and
 - (ix) any other issues referred to it by the municipality or municipal entity.

- 2.1.1.2 Review the annual financial statements to provide the council of the municipality with an authoritative and credible view of the financial position of the municipality, its efficiency and effectiveness and its overall level of compliance with the Municipal Finance Management Act, the annual Division of Revenue Act and any other applicable legislation.

- 2.1.1.3 Respond to the council on any issues raised by the Auditor-General in the audit report.

- 2.1.1.4 Carry out such investigations into the financial affairs of the municipality as the council of the municipality may request.

2.2 Rights

- 2.2.1 In performing its functions, the Committee:
- (a) has access to the financial records and other relevant information of the municipality; and
 - (b) must liaise with the internal audit unit of the municipality; and
 - (c) the person designated by the Auditor-General to audit the financial statements of the municipality.

- 2.2.2 The Municipal Public Accounts Committee (MPAC), in discharging its responsibilities, may make use of any information provided by the Audit & Performance Committee to avoid duplication of effort.

2.3 Powers

- 2.3.1 The Committee is also empowered to, but not limited to the following:
- (a) Communicate with the council, municipal manager or the internal and external auditors of the municipality;
 - (b) Have access to municipal records containing information that is needed to perform its duties or exercise its powers;
 - (c) Obtain outside legal or other independent professional advice and to secure the attendance of outsiders with relevant experience and expertise if it considers this necessary. Any such appointments should be made subject to the approval of the Accounting Officer and Supply Chain Management tender processes;
 - (d) Request any relevant person to attend any of its meetings, and, if necessary, to provide information requested by the Committee;
 - (e) Resolve any disagreements between management and the External Auditors;
 - (f) Pre-approve all auditing and non-audit services;
 - (g) and
 - (h) Conduct investigations into the financial affairs of the municipality.

2.4 Independence

- 2.4.1 The Committee is directly accountable to Council in discharging its responsibilities.
- 2.4.2 The Chairperson of the Committee and members should be independent of the Municipality.
- 2.4.3 The Committee should be safeguarded from undue influence in exercising its responsibilities
- 2.4.4 All Committee members should declare private and business interest in every meeting.

3. COMPOSITION & TERM OF OFFICE

- 3.1 Council will appoint the Committee members.
- 3.2 The Audit & Performance Committee will consist of at least three members with appropriate experience of which the majority will not be employees of the municipality to be served.
- 3.3 The Committee members and its Chairperson must be appointed by Council. If the Chairperson is not available, the Committee members present at the meeting will elect an acting Chairperson for the day.
- 3.4 The Committee members should serve at least for a minimum of three years with an option to renew for another three years, based on performance. After serving consecutively for two terms, a member shall only be eligible for appointment after a further period of two years.
- 3.5 No Councillor may be a member of the Audit & Performance Committee.
- 3.6 All appointed members should enter into a contract with the Municipality according to the approved terms of reference.
- 3.7 To enhance independence of the Audit & Performance Committee, the term of office for members must be strictly adhered to. The chairperson should be appointed for a

minimum of three years to ensure that he/she contributes most effectively and provides stability to the audit committee.

- 3.8 The Council must ensure that Committee members do not serve on more than three local government audit committees.
- 3.9 All members of the Committee shall have working familiarity with basic finance and accounting practices, and at least one member of the Committee shall have accounting or related financial management expertise. The members of the Committee shall be knowledgeable about the affairs of the municipality and where appropriate, specific skills shall be represented on the Committee.
- 3.10 The appointed members should collectively possess the following skills:
- (a) Private and public sector experience;
 - (b) An understanding of the service delivery priorities;
 - (c) Good governance and/or financial management experience;
 - (d) An understanding of the role of Council and councillors;
 - (e) An understanding of the operations of the municipality;
 - (f) A familiarity with risk management practices;
 - (g) An understanding of internal controls;
 - (h) An understanding of major accounting practices and public sector reporting requirements;
 - (i) An understanding of public sector reforms;
 - (j) Familiarity with legislation applicable to municipalities
 - (k) An understanding of the roles and responsibilities of internal and external auditors
 - (l) Understanding of the treatment of allegations and investigations; and
 - (m) An understanding of the performance management systems.

4. TERMINATION OF MEMBERSHIP

- 4.1 Committee members can be dismissed by the Municipal Council under certain circumstances. The Municipal Manager or Municipal Council should consult the charter when dismissing members of the Committee. Reasons for dismissal amongst other would normally be detailed in the letter of appointment and contract agreement, such as:
- a) where an on-going conflict of interest exists;
 - b) where a member has not performed to expectations; and
 - c) where a member has breached confidentiality.
- 4.2 The official dismissal processes as they relate to the municipality should be adhered to by the Accounting Officer and Municipal Council when an Audit and Performance Committee member is being dismissed.
- 4.3 Any member, who is absent without leave of absence from two consecutive Audit & Performance Committee meetings, may be removed from the Committee by Council, unless an acceptable excuse has been tabled and accepted by the Audit and Performance Committee, at the Committee meeting following the second absence.

5. MEETINGS

- 5.1 The Committee shall meet at least four times a year, with at least one meeting per quarter, and with authority to convene additional meetings as circumstances require.
- 5.2 The majority of members shall form a quorum, and if the Chairperson is absent, the members that are present, will elect one of the members as Chairperson for that meeting.

5.3 If there is no quorum, the meeting will continue with no binding resolutions and will be ratified at a later stage.

5.4 All committee members are expected to attend all meetings.

5.4.1 Members of the Audit and Performance Committee are allowed electronic attendance when a member cannot physically be present in a meeting, i.e. by telephone or through other electronic means of communication (which are available to all attended parties)

5.5 The Committee will invite members of management, auditors, or others to attend meetings and provide pertinent information as necessary.

5.6 Special meetings may be convened as required and any member of the Committee may call such a meeting, after consultation with the Chairperson. The secretary will convene a meeting on receipt of a request by the Chairperson or the external or internal auditors.

5.7 The members are the only persons with voting rights. Voting shall be by a show of hands unless decided by all members that it be by ballot. The Chairperson shall have a casting vote.

5.8 If a member wants to dissent or protest against a decision he or she may request that it is recorded in the minutes.

5.9 The secretary shall circulate the agenda and relevant discussion papers to the Committee members 7 days in advance of each meeting. In the case of a special meeting the agenda and the relevant discussion papers should be circulated to each Committee member at least 48 hours prior to the meeting.

5.10 Within 7 days of a meeting of the Committee, the secretary shall circulate the minutes of meetings to members of the Committee, the Chief Audit Executive and the external auditor where appropriate.

6. ATTENDANCE

6.1 In addition to the Committee members, the following persons shall be standing invitees for the Committee meetings:

- (a) Chief Audit Executive
- (b) Municipal Manager
- (c) Heads of departments within the municipality
- (d) Chief Financial Officer
- (e) Chairperson of the Risk Committee
- (f) External Auditor
- (g) Any other person on invitation by the Committee

7. SECRETARIAT FUNCTIONS

7.1 The Chief Audit Executive is responsible for making available the service of a secretary for drawing up the agendas and keeping minutes of the Committee meetings.

8. CONFLICT OF INTEREST

- 8.1 Members of the Committee should make declarations of interest at all meetings. Should any member of the Committee have any personal interest or gain resulting from any matter to be discussed by the Committee at a meeting, such a member may not participate in the discussion; and may, at the discretion of the Chairperson of the Committee be asked to leave the meeting for the purposes of the discussion.

9. CONFIDENTIALITY

- 9.1 The principle of confidentiality imposes an obligation on all Audit and Performance committee members to refrain from:
- (a) Disclosing outside the municipality confidential information acquired as a result of professional and business relationships without proper and specific authority or unless there is a legal or professional right or duty to disclose; and
 - (b) Using confidential information acquired as a result of professional and business relationships to their personal advantage or the advantage of third parties.

10. REMUNERATION

- 10.1. Audit and Performance Committee members not holding executive office in the organisation or not being in the public sector shall be remunerated for their services based on meetings attended.
- 10.2 No remuneration for participating in Audit & Performance Committee meetings will be payable to officials employed at national, provincial and local government, its agencies or other entities regarded as falling within the definition of an organ of state, except for out of pocket expenses which may be reimbursed.
- 10.3 The Chairperson of the Audit and Performance Committee shall be paid additional remuneration for such attendance and for services related to the Committee.
- 10.4 Remuneration shall be determined in line with guidelines issued by National Treasury and Council.

11. ROLES AND RESPONSIBILITIES

- 11.1 The Audit and Performance Committee is accountable to the Council for the exercise of its responsibilities. The Committee does not replace established management responsibilities and delegations. All Committee members will respect the value and ownership of information they receive and will not disclose information without appropriate authority unless there is a legal obligation to do so. The Committee will carry out amongst others the following responsibilities:

11.1.1 Financial Statements

- a) Review the annual financial statements and consider whether they are fairly presented, complete and reflect appropriate accounting principles;
- b) Review other sections of the annual report before release and consider the accuracy and completeness of the information;
- c) Review with management and the external auditors all matters required to be communicated to the Committee under the standards or legislation;
- d) Understand how management develops interim financial information, and the nature and extent of internal and external auditor involvement; and

- e) Review the implementation of the audit action plan to address all material issues raised by the Auditor-General in the audit of financial statements.

11.1.2 Control Environment

- a) Consider the effectiveness of the organisation's system of internal controls, including information technology security, governance and control;
- b) Establish whether relevant policies and procedures are in place and that these are adequate, effective and regularly updated;
- c) Assess steps taken by management to encourage ethical, lawful behaviour and financial discipline.
- d) Understand the scope of internal and external auditors' review of internal controls over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses.

11.1.3 Internal Audit

- a) Review with management and the Chief Audit Executive the internal audit charter, strategic and operational plans, internal audit activities, staffing, and organisational structure of the Internal Audit Activity;
- b) The Audit & Performance Committee must concur on the appointment and/or removal of the Chief Audit Executive.
- c) Ensure there are no unjustified restrictions or limitations placed on the Chief Audit Executive;
- d) Review the effectiveness of Internal Audit Activity, including compliance with the IIA's International Standards for the Professional Practice of Internal Auditing;
- e) On a regular basis, meet separately with the CAE to discuss any matters that the committee or internal audit believes should be discussed privately;
- f) Ensure that internal audit reports functionally to the Committee and administratively to the Municipal Manager.
- g) Evaluate the performance of the Internal Audit Activity in terms of the agreed goals and objectives as captured in the audit plan.
- h) Conduct an annual high-level review of Internal Audit to ascertain whether the Internal Audit Activity complies with the International Standards.
- i) Assist with resolving any significant disagreements between Auditors and Management.
- j) Review of the Internal Audit Methodology to ensure that the internal audit unit complies with the International Standards for the Professional Practice of Internal Auditing.

11.1.4 External Audit

- a) Review the external auditors' proposed audit scope and approach, plan and fees, including coordination of audit effort with internal audit;
- b) On a regular basis, meet separately with the external auditors to discuss any matters that the committee or auditors believe should be discussed privately.
- c) Review findings and recommendations by External Auditors and management responses thereof.

11.1.5 Compliance

- a) Review the effectiveness of the system for monitoring compliance with laws and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of non-compliance;

- b) Review the findings of any examinations by regulatory agencies and any auditor observations;
- c) Obtain regular updates from management and legal counsel regarding compliance matters;
- d) Be satisfied that all regulatory and compliance matters have been considered in the preparation of the financial statements;
- e) Respond to Council on any issues raised by the Auditor-General in the audit report;
- f) Carry out such investigations into the financial affairs of the municipality as the Council may request; and
- g) Review the impact of new or proposed legislation or governmental regulations

11.1.6 Risk Management

- a) Setting strategic direction with regards to the establishment of Risk Management Strategy;
- b) Evaluate whether management is setting the right tone to ensure that all employees and councillors have an understanding of their roles and responsibilities with regard to risk management;
- c) Provide an independent and objective view of the effectiveness of the municipality's risk management processes and
- d) Provide feedback to the Municipal Manager and Council on the adequacy of risk management in the Municipality.

11.1.7 Performance Management

- a) Review quarterly performance reports submitted by Management;
- b) Review and comment on the Municipality's performance management system; and make recommendations for its improvements; and
- c) Review compliance with in-year reporting requirements.

11.1.8 Corporate Governance

- a) Ensure that the code of conduct of the Municipality is in writing and that it is communicated to all employees and councillors;
- b) Evaluate whether management is communicating the importance of the code of conduct and guidelines for acceptable and ethical behaviour and that fraud & corruption management strategy is compiled and implemented; and
- c) Review the process for monitoring compliance with the code of conduct.

11.1.9 Information Technology (IT) Governance

- a) Provide advice on IT governance, controls, access, safeguarding of information in the municipality; and
- b) Advise on the appropriateness of the disaster recovery and continuity plans, IT risks, regular testing and evaluation of plans, systems and processes.

12. REPORTING RESPONSIBILITIES

- a) Regularly report to the Accounting Officer about Committee activities, issues and related recommendations;
- b) Provide an open avenue of communication between Internal Audit Activity, the external auditors, and management;

- c) Review any other reports that the municipality issues relating to committee responsibilities;
- d) Perform other activities related to this charter as requested by the Accounting Officer/Council;
- e) Institute and oversee special investigations as needed;
- f) Review and assess the adequacy of the Committee charter annually, requesting Council's approval for proposed changes, and ensure appropriate disclosure as may be required by law or regulation;
- g) Confirm annually that all responsibilities outlined in this charter have been carried out, and
- h) The Chairperson of the Audit & Performance Committee will report on a quarterly basis to Council on the operations of the Internal Audit Unit and the Committee.

13. COMBINED ASSURANCE

13.1 The Committee shall ensure that a combined assurance model is developed and applied to provide a coordinated approach to all assurance activities, and in particular the Committee must:

- a) Ensure that the combined assurance received is appropriate to address all the significant risks facing the municipality; and
- b) Monitor the relationship between external assurance partners and the municipality.

14. ANNUAL REPORT

14.1 The Annual Report of the Municipality must inter alia include any recommendations by the Committee regarding:

- a) The number of meetings attended by the Audit and Performance Committee members;
- b) Describe the functions performed by the Audit and Performance Committee;
- c) The effectiveness of the internal control system;
- d) The risk areas of the entity's operations covered in the scope of internal and external audits;
- e) The adequacy, reliability and accuracy of financial information provided by management;
- f) Accounting and auditing concerns identified as a result of internal and external audits;
- g) The entity's compliance with legal and regulatory provisions;
- h) The effectiveness and activities of Internal Audit Activity; and
- i) Any matter which the Audit and Performance Committee considers necessary to be reported to Council

15. EVALUATION OF COMMITTEE ACTIVITIES

15.1 The Audit and Performance Committee should assess its performance and achievements against its charter on an annual basis.

15.2 The findings of the self-assessment should be presented by the Chairperson to the Municipal Manager and Council.

15.3 Annually Council should assess the Audit and Performance Committee's performance.

16. REVIEW PERIOD

16.1 This charter will be reviewed on an annual basis and submitted to Council for approval and Audit and Performance Committee for acceptance. The charter should be published on the Municipality's website. This document will remain effective until a new one is approved.

Acknowledgement of Approval

Accepted by the Audit & Performance Committee

Position: Chairperson
Name in print: _____
Signature: _____
Date: 16 July 2018

Approved by the Council

Position: _____
Name in print: _____
Signature: _____
Date: 20/7/2018

INTERNAL AUDIT: QUALITY ASSURANCE & IMPROVEMENT PROGRAM (QAIP) - JULY 2018 (5/14/R)
(INTERNAL AUDIT)

Purpose of the report

To submit to Council, the 2018 Quality Assurance and Improvement Program as approved by the Audit and Performance Committee.

Background

The Langeberg Municipality's Internal Audit's Quality Assurance and Improvement Program (QAIP) is designed to provide reasonable assurance to Management and the Audit & Performance Committee on the Internal Audit activity, that Internal Audit:

- Performs its work in accordance with its Charter, which is consistent with The Institute of Internal Auditors International Standards for the Professional Practice of Internal Auditing (*Standards*), Definition of Internal Auditing and Code of Ethics;
- Operates in an effective and efficient manner; and
- Is perceived by stakeholders as adding value and improving the municipality's operations. To that end, Internal Audit's QAIP will cover all aspects of the Internal Audit activity.

The QAIP was reviewed and approved by the AC on 16 July 2018.

The reviewed and Approved QAIP is attached to this report

Recommendation

That the Approved QAIP be noted by Council.

(A 3672)



LANGEBERG MUNICIPALITY

QUALITY ASSURANCE AND IMPROVEMENT PROGRAM

JULY 2018

LANEBERG MUNICIPALITY: INTERNAL AUDIT UNIT

QUALITY ASSURANCE AND IMPROVEMENT PROGRAM (QAIP)

1 INTRODUCTION

In terms of the International Standards for the Professional Practice of Internal Auditing (*Standards*), Standard 1300 – Quality Assurance and Improvement Program:

"The chief audit executive must develop and maintain a quality assurance and improvement program that covers all aspects of the internal audit activity."

A Quality Assurance and Improvement Program (QAIP) is designed to enable an evaluation of the internal audit activity's conformance with the *Standards* and an evaluation of whether internal auditors apply the Code of Ethics. The program also assesses the efficiency and effectiveness of the internal audit activity and identifies opportunities for improvement.

2 BACKGROUND

The Langeberg Municipality's Internal Audit's Quality Assurance and Improvement Program (QAIP) is designed to provide reasonable assurance to Management and the Audit & Performance Committee on the Internal Audit activity, that Internal Audit:

- 2.1 Performs its work in accordance with its Charter, which is consistent with The Institute of Internal Auditors International Standards for the Professional Practice of Internal Auditing (*Standards*), Definition of Internal Auditing and Code of Ethics;
- 2.2 Operates in an effective and efficient manner; and
- 2.3 Is perceived by stakeholders as adding value and improving the municipality's operations. To that end, Internal Audit's QAIP will cover all aspects of the Internal Audit activity. In this regard, the following is features to be considered for the QAIP:
 - Monitors the Internal Audit activity to ensure it operates in an effective and efficient manner.
 - Ensures compliance with the *Standards*, Definition of Internal Auditing and Code of Ethics.
 - Helps the Internal Audit activity add value and improve organizational operations.
 - Includes both periodic and ongoing internal assessments.
 - Includes an external assessment at least once every five years, the results of which are communicated to Council through the Audit & Performance Committee.
- 2.4 The Chief Audit Executive (CAE) is ultimately responsible for the QAIP, which covers all types of INTERNAL AUDIT activities, including consulting.

3 OVERVIEW OF THE PROGRAM

This Program covers:

Number of Standard	Standard	Description
1310	Quality Program Assessments	Internal Audit should adopt a process to monitor and assess the overall effectiveness of the quality program. The process should include both internal and external assessments.
1311	Internal Assessments	Internal assessments should include: <ul style="list-style-type: none"> • Ongoing reviews of the performance of Internal Audit. • Periodic reviews performed through self-assessments or by other persons within the municipality, with knowledge of Internal Audit practices and the Standards.
1312	External Assessments	External assessments must be conducted at least once every five years by a qualified, independent reviewer or review team from outside the municipality. The chief audit executive must discuss with the Audit & Performance Committee: <ul style="list-style-type: none"> • The form and frequency of external assessment. • The qualifications and independence of the external reviewer or review team, including any potential conflict of interest.
1320	Reporting on the Quality Assurance and Improvement Program	The Chief Audit Executive should communicate the results of external assessments to the senior management and Audit & Performance Committee. Disclosure should include: <ul style="list-style-type: none"> • The scope and frequency of both the internal and external assessments. • The qualifications and independence of the reviewer(s) or review team, including potential conflicts of interest. • Conclusions of reviewers. • Corrective action plans.
1321	Use of "Conforms with the International Standards for the Professional Practice of Internal Auditing"	Indicating that the internal audit activity conforms to the <i>International Standards for the Professional Practice of Internal Auditing</i> is appropriate only if supported by the results of the quality assurance and improvement program.
1322	Disclosure of Noncompliance	Although the internal audit activity should achieve full compliance with the Standards and with the Code of Ethics, there may be instances in which full compliance is not achieved. When noncompliance impacts the overall scope or operation of the internal audit activity, disclosure should be made to senior management and the Audit & Performance Committee.

4 INTERNAL ASSESSMENTS – 1311

- 4.1 Ongoing Reviews – Ongoing assessments are conducted through:
- Supervision of engagements
 - Regular, documented review of working papers during engagements by appropriate Internal Audit staff
 - Audit Policies / Procedures used for each engagement to ensure compliance with applicable planning, fieldwork and reporting standards
 - Feedback from customer survey on audit engagements
 - All final reports and recommendations are reviewed and approved by the CAE

No	Ongoing Reviews	Potential Components Include	Assessment Criteria	Current Assessment/ Status	By When	By Who
1	Supervision of Engagements	There is a scheduling process for internal audit engagements and the associated project management. Internal audit engagements are supervised to assure conformance with the approved methodology for conducting internal audit engagements and conformance with the Standards.	There is an up-to-date Internal Audit Methodology. There is an approved Internal Audit Plan. There is a formal Quality Assurance (QA) sign-off process over internal audit engagements.	Yes. An Audit Methodology was developed and approved in the AC meeting of 16 January 2018. Yes. The Risk-based Internal Audit Plan for the 2017/18 financial year was approved by the Audit & Performance Committee on 29 June 2017. Yes. Finalization of Internal Audit – Checklist completed for each engagement. Contains QA process. Signed by CAE.	Annually – Next review scheduled for March 2019. Annually – The next IA Plan for 2018/19 to be developed and approved by 30 June 2018. Ongoing. Per audit.	Reviewed by CAE; and Approved by Audit & Performance Committee. Completed by CAE; and Approved by Audit & Performance Committee. Respective IA official Approved by CAE
			The CAE attends opening meetings and closing meetings where possible for internal audit engagements. Internal audit reports are	Yes. CAE and/or Internal Auditor will attend opening and closing meetings	Ongoing. Per audit.	CAE or Internal Auditor
				Yes. Signed off by CAE when report is	Ongoing. At	CAE

No	Ongoing Reviews	Potential Components Include	Assessment Criteria	Current Assessment/ Status	By When	By Who
			signed-off by the CAE.	formally sent to the respective Director and Municipal Manager.	completion of audit.	
2	Regular, documented review of working papers during engagements by appropriate internal Audit staff.	Internal audit engagements are supervised to ensure conformance with the approved methodology for conducting internal audit engagements and conformance with the Standards.	There is a consistent methodology for conducting internal audit engagements and for preparing working papers.	Yes. Methodology is agreed in detailed scope prior to each audit. Draft working papers reviewed when draft report is issued. Final working papers reviewed when final report is issued.	Ongoing. At beginning and end of each audit.	Completed by Auditor in charge. All scopes Approved by CAE
3	Audit Policies and Procedures used for each engagement to ensure compliance with applicable fieldwork planning, reporting and standards	There is an Internal Audit Manual of policies and procedures in place. Internal Audit has access to appropriate auditing tools and uses technology where relevant.	There is an up-to-date Internal Audit Methodology.	Yes. An Audit Methodology was developed and approved in the AC meeting of 16 January 2019.	Annually -- Next review scheduled for March 2019.	Reviewed by CAE and Approved by Audit & Performance Committee.
4	Feedback from customer survey on individual engagements.	Post-audit customer feedback surveys of Internal Audit are used as a mechanism for continuous improvement.	There is a formal QA sign-off process over internal audit engagements.	Yes. Finalization of Internal Audit -- Checklist completed for each engagement.	Ongoing. Per audit.	Completed by Auditor in charge. Approved by CAE
5	All final reports and recommendations are reviewed and approved by the CAE	Final internal audit reports and recommendations are reviewed and approved by the CAE prior to release.	Internal Audit customer feedback surveys are requested from internal audit customers at completion of each internal audit engagement. The CAE reviews and signs off all final internal audit reports.	Survey Questionnaire issued to the management in audited areas.	At the end of each audit.	Auditor in charge. Approved by CAE
6	Analysis of Key Performance Indicators (KPI's)	Performance agreements are in place for the IA staff, including CAE which is signed by the	The performance agreements contain criteria on which the IA staff will be evaluated.	The CAE reviews draft reports and signs off all final internal audit reports. Formal sign-off is at the time when report is sent to the respective Director and Municipal Manager	Reviewed and approved when issued.	CAE
				Bi-annual assessments of Internal Audit Clerk, Assistant Internal Auditor and Internal Auditor to be conducted	First evaluation was scheduled for December 2017.	CAE and Municipal

No	Ongoing Reviews	Potential Components Include	Assessment Criteria	Current Assessment Status	By When	By Who
	established to improve the IA effectiveness and efficiency.	incumbents and immediate superiors.		by CAE Bi-annual assessments of CAE to be conducted by Municipal Manager.		Manager

4.2 Periodic Reviews – Periodic assessments are designed to assess conformance with Internal Audit's Charter, the Standards, Definition of Internal Auditing, the Code of Ethics, and the efficiency and effectiveness of internal audit in meeting the needs of its various stakeholders. Periodic assessments will be conducted through:

- Customer surveys after each audit project
- Annual risk assessments for purposes of annual audit planning
- Review of internal audit performance and benchmarking of best practices, prepared and analysed in accordance with Audit Policies and Procedures
- Periodic activity and performance reporting to the Municipal Manager and the Audit & Performance Committee

No	Periodic Reviews	Potential Components Include	Assessment Criteria	Current Assessment Status	By When	By Who
1	Annual Assessment & Performance Committee Members and Municipal Manager	Annual assessment feedback of Internal Audit customers are used as a basis for continuous improvement.	Information received from internal audit customers in customer feedback surveys is used to improve services provided by Internal Audit.	Assessment by Municipal Manager and Audit & Performance Committee on an annual basis by June/July of each year	Annually	MM and Audit & Performance Committee
2	Annual risk assessments for purposes of annual audit planning	A comprehensive internal audit risk universe of potential topics for internal audit engagements is maintained and updated.	The Internal Audit and Risk Management Unit conducts an annual risk assessment exercise to aid its internal audit planning.	Langeberg Municipality has a joint Internal Audit & Risk Management Unit. Also quarterly Risk Management Committee meetings are held.	Annually	CAE
3	Periodic activity and performance reporting to the Municipal Manager and the Audit & Performance Committee	Reports are provided to the Internal Audit, including results of internal assessments received from auditees on completed projects	Reports on the work of Internal Audit are provided to the Audit & Performance Committee. Details of internal assessments are provided to	Report on the Status of Internal Audit is a standing item at each Audit & Performance Committee meeting.	Quarterly	CAE

No	Periodic Reviews	Potential Components Include	Assessment Criteria	Current Assessment/ Status	By When	By Who
4	Follow-up of recommendations contained in internal audit reports	A follow-up audit process/action plan is maintained for internal audit recommendations and also for recommendations from the external auditors.	<p>the Audit & Performance Committee</p> <p>There is an audit follow-up audit process/action plan in place.</p> <p>There is periodic follow-up of outstanding audit recommendations to provide assurance that remedial actions have been implemented.</p>	<p>Audit process/action plan followed up on a quarterly basis prior to each Audit & Performance Committee meeting and updates are reported to the committee at each meeting.</p>	Quarterly	CAE

5 EXTERNAL ASSESSMENTS – 1312

- 5.1 General Considerations – External assessments will appraise and express an opinion about internal audit's conformance with the Standards, Definition of Internal Auditing and Code of Ethics and include recommendations for improvement, as appropriate.
- 5.2 Timing – An external assessment will be conducted at least every five years.
- 5.3 Scope of External Assessment – The external assessment will consist of a broad scope of coverage that includes the following elements of Internal Audit activity:
- Conformance with the Standards, Definition of Internal Auditing, the Code of Ethics, and internal audit's Charter, plans, policies, procedures, practices, and any applicable legislative and regulatory requirements.
 - Expectations of Internal Audit as expressed by the Audit & Performance Committee, executive management, and operational managers.
 - Integration of the Internal Audit activity into municipality's governance process, including the audit relationship between and among the key groups involved in the process.
 - Tools and techniques used by Internal Audit.
 - The mix of knowledge, experiences, and disciplines within the staff, including staff focus on process improvement.
 - A determination whether Internal Audit adds value and improves the municipality's operations.

No	External Assessments	By When	By Who
1	Independent External Assessment	At least every five years, first review to be scheduled by 1 June 2018.	Another Municipality

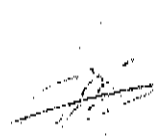
6 REPORTING ON QUALITY PROGRAM – 1320

- 6.1 **Internal Assessments** – Results of internal assessments will be reported to the Audit & Performance Committee and to the Municipal Manager at least quarterly.
- 6.2 **External Assessments** – Results of external assessments will be provided to the Municipal Manager and the Audit & Performance Committee. The external assessment report will be accompanied by a written action plan in response to significant comments and recommendations contained in the report.
- 6.3 **Follow-up** – The CAE will implement appropriate follow-up actions to ensure that recommendations made in the report and action plans developed are implemented in a reasonable timeframe.


7 ADMINISTRATIVE MATTERS

This QAIP will be appropriately updated for changes in the *Standards* or internal audit's operating environment.


8 APPROVAL OF THE QUALITY ASSURANCE AND IMPROVEMENT PROGRAM



.....
Recommended by Chief Audit Executive
Mr M Shude



.....
Accepted by Municipal Manager
Mr SA Mokweni



.....
Approved by Audit & Performance Committee Chairperson
Mr A Amod

APPENDIX A – INTERNAL AUDIT STANDARD 1300

1300 – Quality Assurance and Improvement Program

The chief audit executive must develop and maintain a quality assurance and improvement program that covers all aspects of the internal audit activity.

Interpretation:

A quality assurance and improvement program is designed to enable an evaluation of the internal audit activity's conformance with the Definition of Internal Auditing and the Standards and an evaluation of whether internal auditors apply the Code of Ethics. The program also assesses the efficiency and effectiveness of the internal audit activity and identifies opportunities for improvement.

1310 – Requirements of the Quality Assurance and Improvement Program

The quality assurance and improvement program must include both internal and external assessments.

1311 – Internal Assessments

Internal assessments must include:

- Ongoing monitoring of the performance of the internal audit activity; and
- Periodic self-assessments or assessments by other persons within the organization with sufficient knowledge of internal audit practices.

Interpretation:

Ongoing monitoring is an integral part of the day-to-day supervision, review, and measurement of the internal audit activity. Ongoing monitoring is incorporated into the routine policies and practices used to manage the internal audit activity and uses processes, tools, and information considered necessary to evaluate conformance with the Definition of Internal Auditing, the Code of Ethics, and the Standards. Periodic assessments are conducted to evaluate conformance with the Definition of Internal Auditing, the Code of Ethics, and the Standards. Sufficient knowledge of internal audit practices requires at least an understanding of all elements of the International Professional Practices Framework.

1312 – External Assessments

External assessments must be conducted at least once every five years by a qualified, independent assessor or assessment team from outside the organization. The chief audit executive must discuss with the board:

- The form and frequency of external assessment; and
- The qualifications and independence of the external assessor or assessment team, including any potential conflict of interest.

Interpretation:

External assessments can be in the form of a full external assessment, or a self-assessment with independent external validation.

A qualified assessor or assessment team demonstrates competence in two areas: the professional practice of internal auditing and the external assessment process. Competence can be demonstrated through a mixture of experience and theoretical learning. Experience gained in organizations of similar size, complexity, sector or industry, and technical issues are more valuable than less relevant experience. In the

case of an assessment team, not all members of the team need to have all the competencies; it is the team as a whole that is qualified. The chief audit executive uses professional judgment when assessing whether an assessor or assessment team demonstrates sufficient competence to be qualified. An independent assessor or assessment team means not having either a real or an apparent conflict of interest and not being a part of, or under the control of, the organization to which the internal audit activity belongs.

1320 – Reporting on the Quality Assurance and Improvement Program

The chief audit executive must communicate the results of the quality assurance and improvement program to senior management and the board.

Interpretation:

The form, content, and frequency of communicating the results of the quality assurance and improvement program is established through discussions with senior management and the board and considers the responsibilities of the internal audit activity and chief audit executive as contained in the internal audit charter. To demonstrate conformance with the Definition of Internal Auditing, the Code of Ethics, and the Standards, the results of external and periodic internal assessments are communicated upon completion of such assessments and the results of ongoing monitoring are communicated at least annually. The results include the assessor's or assessment team's evaluation with respect to the degree of conformance.

1321 – Use of "Conforms to the International Standards for the Professional Practice of Internal Auditing"

The chief audit executive may state that the internal audit activity conforms with the *International Standards for the Professional Practice of Internal Auditing* only if the results of the quality assurance and improvement program support this statement.

Interpretation:

The internal audit activity conforms to the Standards when it achieves the outcomes described in the Definition of Internal Auditing, Code of Ethics, and Standards. The results of the quality assurance and improvement program include the results of both internal and external assessments. All internal audit activities will have the results of internal assessments. Internal audit activities in existence for at least five years will also have the results of external assessments.

1322 – Disclosure of Non-conformance

When non-conformance with the Definition of Internal Auditing, the Code of Ethics, or the Standards impacts the overall scope or operation of the internal audit activity, the chief audit executive must disclose the non-conformance and the impact to senior management and the board.

APPENDIX B – INTERNAL AUDIT STAFF ASSESSMENT

The Head of Department

Department: _____

Dear Ms/Mr.

CLIENT SATISFACTION SURVEY- Project:

1. xxxxxxx

The Internal Audit Activity would like to thank you and your staff for the co-operation and assistance demonstrated during the course of the [insert name] audit.

In order to evaluate the quality of service to your function and the department as a whole, we would like to receive inputs from you on how the audit team performed. Your candid response to the enclosed survey will assist the Internal Audit Activity in assessing strength and identifying areas for improvement.

For each of the statements, select a number between 1 and 5, with 1 indicating that the service was poor, and 5 indicating that it was excellent. Please circle only one number per response. If you cannot respond to a question, simply draw a line through it.

Written comments on how we can improve our services would be appreciated. Please feel free to explain any ratings and to add other comments that would assist us in serving the department in general and your function in particular. In order to maintain the integrity of the comments, please return your comments on the original form.

It would be appreciated if this questionnaire could be returned to our office within 5 days from the date on which you received the questionnaire.

Kind regards

CHIEF, AUDIT EXECUTIVE

DATE: _____

		Poor	Fair	Average	Good	Excellent	Comments
	AUDIT QUALITY						
1.	Opening/ Entry meeting was held and all questions/ comments were adequately addressed.	1	2	3	4	5	
2.	The audit objectives and scope was agreed to.	1	2	3	4	5	
3.	Consideration of your suggestions on the scope.	1	2	3	4	5	
4.	Suitability of period chosen to perform the project.	1	2	3	4	5	
5.	The audit was completed within the timeframe communicated.	1	2	3	4	5	
6.	The audit was conducted efficiently and effectively with minimal disruption to your business.	1	2	3	4	5	
7.	The audit team kept you informed of key issues throughout the audit.	1	2	3	4	5	
8.	The audit was conducted in a professional and courteous manner.	1	2	3	4	5	
9.	All of your key business concerns/ risks were addressed during the audit.	1	2	3	4	5	
10.	All finding were based on sufficient evidence	1	2	3	4	5	
11.	The Internal Auditor was Objective, independent and professional.	1	2	3	4	5	
12.	Knowledge of your business processes and risks involved.	1	2	3	4	5	
13.	Working relationship between your department and the audit team.	1	2	3	4	5	
14.	The closing/ exit meeting allowed both sides to adequately discuss and address all comments.	1	2	3	4	5	
15.	The audit report was accurate and findings clearly communicated.	1	2	3	4	5	
16.	The audit report fairly reflected your comments and corrective action.	1	2	3	4	5	
17.	The overall audit provided value to your area.	1	2	3	4	5	
18.	Implement ability of recommendations.	1	2	3	4	5	
19.	Cost-effectiveness of recommendations.	1	2	3	4	5	
20.	Acknowledgement of satisfactory performance.	1	2	3	4	5	
21.	Overall project usefulness in assisting your department to achieve its objectives.	1	2	3	4	5	

Overall Comments: Other suggested areas of improvement and good performance.

Name:

Signature:

Title: Director:

Date:

Thank you for completing the above survey! Please return by *[insert date]*.

APPENDIX C – INTERNAL AUDIT STAFF ASSESSMENT

LANGEBERG MUNICIPALITY

INTERNAL AUDIT STAFF EVALUATION SURVEY

AUDITOR RESPONSIBLE FOR AUDIT: _____

TITLE: _____

Please mark with an O.

	AUDIT QUALITY	Poor	Fair	Average	Good	Excellent	Comments
1	Opening/ Entry meeting was held and all questions/ comments were adequately addressed.	1	2	3	4	5	
2	The audit objectives and scope were agreed to and approved by the Head: Internal Audit prior to the start of the audit.	1	2	3	4	5	
3	The Auditor was knowledgeable about the area being reviewed.	1	2	3	4	5	
4	An Engagement Letter was issued to inform the relevant Executive Director of the scheduled audit.	1	2	3	4	5	
5	Audit Program developed with detailed audit procedures was approved by Chief Audit Executive	1	2	3	4	5	
6	Adequate Audit Working Papers held for the actual execution of the audit & audit procedures which was performed.	1	2	3	4	5	
7	The audit was completed within the timeframe communicated.	1	2	3	4	5	
8	The audit was conducted efficiently and effectively with minimal disruption to the directorate's business.	1	2	3	4	5	
9	The audit was conducted in a professional and courteous manner.	1	2	3	4	5	
10	The Auditor kept the respective Executive Director informed of key issues throughout the audit.	1	2	3	4	5	
11	All of the key business concerns/ risks were addressed during the audit.	1	2	3	4	5	
12	The closing/ exit meeting allowed both sides to adequately discuss and address all comments.	1	2	3	4	5	
13	The draft and final audit report was accurate and findings clearly communicated.	1	2	3	4	5	
14	The audit report fairly reflected the comments and corrective actions of	1	2	3	4	5	

	management.						
15	The Chief Audit Executive was informed in writing of any delays and the CAE approved any time extensions	1	2	3	4	5	
16	A Follow up was scheduled to follow up on the recommendations made and the status of implementation on agreed action plans.	1	2	3	4	5	
17	The overall audit provided value to the area being audited.	1	2	3	4	5	

General Comments to improve Personal Development of Staff Member:

--

Evaluated and Completed by Supervisor:

Name: _____

Position _____

Signature: _____

Date: _____

Acknowledged and Accepted by Staff Member:

Name: _____

Position _____

Signature: _____

Date: _____

APPENDIX D – ANNUAL INTERNAL AUDIT EVALUATION SURVEY

LANGEBERG MUNICIPALITY INTERNAL AUDIT ACTIVITY EVALUATION SURVEY: [Insert Date]

Please rate the internal audit activity of the Langeberg Municipality in the following areas by ticking the relevant box.

Please respond to all 25 rating questions.

No	Charter, Structure and Positioning	Excellent	Good	Fair	Poor
1	Internal Audit operates in terms of a formally defined and approved Internal Audit Charter.				
2	The internal audit charter is reviewed regularly (at least annually).				
3	The organizational position of the internal audit activity is adequate to ensure its independence and ability to fulfil its responsibilities.				
4	Internal Auditors have free and unrestricted access to records, information, locations, and employees during the performance of their engagements.				
5	The internal audit activity promotes a customer orientation by providing quality work of good quality.				
6	There is sufficient interaction between the audit committee/ management and internal audit, to ensure alignment and coordination.				
7	The Internal Audit department's size and structure is adequate to meet its established objectives				
No	Audit Staff	Excellent	Good	Fair	Poor
8	Internal audit has sufficient professional experience, project management, communication skills, interpersonal skills and seniority to effectively carry out the work required.				
9	Internal auditors are objective and professional when conducting their work.				
10	Internal Auditors have sufficient knowledge of the industry/ departments/ processes/ success factors.				
No	Relationship with Management	Excellent	Good	Fair	Poor
11	Internal audit is a valued member of the management team.				
12	Senior management have adequate respect for the professionalism of the internal audit function.				
13	Senior Management responds in an appropriate and timely fashion to significant recommendations and comments made by the internal auditors				
No	Relationship with Audit & Performance Committee	Excellent	Good	Fair	Poor
14	The Head of Internal Audit attends all the audit & performance committee meetings				
15	The Head of Internal Audit expresses his/her views in an open manner to the audit & performance committee.				
16	Internal audit reports are of an acceptable quality and are relevant and useful to the audit & performance committee.				

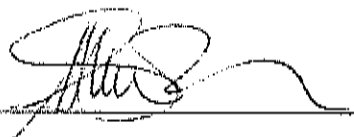
17	Internal audit reports are received timely by the audit & performance committee.				
No	Performance and Audit Plan	Excellent	Good	Fair	Poor
18	The internal audit plan and changes thereto are submitted to the audit & performance committee for prior approval.				
19	Internal Audit provides regular feedback to the committee on progress on the implementation of the plan				
20	Internal audit provides an objective assessment of the effectiveness of the risk management and internal control framework.				
21	The department appears to be using its time and resources effectively and efficiently in performing the audit plan				
No	Management of the Internal Audit Activity	Excellent	Good	Fair	Poor
22	The Internal Audit unit is managed in an effective and efficient manner to allow for the unit to execute its mandate.				
No	Other Support Functions	Excellent	Good	Fair	Poor
23	Internal Audit provides Assistance to management in Risk Management Processes.				
24	Internal Audit Partnership/ Support management on control issues.				
25	Overall satisfaction with the Langeberg Internal Audit Unit.				

Addition Comments/ Concerns:

Completed by:

Name: B A Mokwena

Position: MUNICIPAL MANAGER


Signature

25/07/2018
Date

INTERNAL AUDIT: INTERNAL AUDIT CHARTER – 2018 2019 (5/14/R) (INTERNAL AUDIT)

Purpose of the report

To submit to Council, the 2018 2019 Internal Audit Charter as approved by the Audit and Performance Committee.

Background

On an annual basis the Internal Audit Charter must be approved by the Audit and Performance Committee and accepted by the Accounting Officer. The Charter was last reviewed and approved on 21 September 2017.

The revised Charter was reviewed and approved by the AC on 16 July 2018.

The reviewed Internal Audit Charter is attached to this report

Recommendation

That the Approved Internal Audit Charter be noted by Council.

(A 3673)



LANGEBERG
MUNISIPALITEIT MUNICIPALITY MASIPALA

Internal Audit Charter 2018/2019

INDEX	PAGE
1. Introduction	2
2. Objective of Internal Audit	2
3. Legislative Mandate	2
4. Role of Internal Audit	2
5. Scope of work	3-4
6. Authority & Independence of Audit activity	4-5
7. Internal Audit Responsibility	5-6
8. Relationship with External Auditors	6
9. Management Responsibility	7
10. Accountability of Internal Audit	7
11. Limitation of Scope	7
12. Standard and Code of Ethics	8
13. Assessment of Effectiveness of Internal Audit Activity	8
14. Quality Assurance Reviews	8
15. Fraud Limitation	8
16. Planning and Reporting	9
17. Approval and Review Period	10

1. INTRODUCTION

- 1.1 The Council and Audit and Performance Committee (A&PC) is responsible for overseeing the establishment of effective systems of internal control in order to provide reasonable assurance that Langeberg Municipality's financial and non-financial objectives are achieved.
- 1.2 The Internal Audit charter is a formal document that defines the Internal Audit Activity's (IAA) purpose, authority and responsibility.

2. OBJECTIVE OF INTERNAL AUDIT

- 2.1 Internal Auditing is an independent, objective assurance and consulting activity designed to add value and improve the municipality's operations. It assists the municipality by bringing a systematic and disciplined approach to evaluate the effectiveness of risk management, controls and governance processes.
- 2.2 The purpose of the Internal Audit (IA) charter is to set out the nature, role, objectives, responsibility, status and authority of the Internal Audit function within the Langeberg Municipality, and also to outline the scope of the internal audit work.

3. LEGISLATIVE MANDATE

- 3.1 The Internal Audit Function is governed in terms of section 165 of the Municipal Finance Management Act No. 56 of 2003 (MFMA) and by the Municipal Systems Act, No. 32 of 2000 (MSA) which provides for the establishment of the Internal Audit Unit.

4. ROLE OF INTERNAL AUDIT

- 4.1 The role of the Internal Audit in the municipality is to assist the Municipal Manager and Council to meet their objectives and to discharge their responsibilities by providing an independent evaluation of the adequacy and effectiveness of Langeberg Municipality's network of risk management, internal controls set by management and governance processes.

This evaluation should encompass the following:

- ✚ The information system environment;
- ✚ The reliability and integrity of financial and operational information;
- ✚ The effectiveness of operations;
- ✚ Safeguarding of assets; and
- ✚ Compliance with laws, regulations, council directives and controls.

5. SCOPE OF WORK

5.1 Assurance Engagements

- 5.1.1 The scope of the IAA assurance engagements is to determine whether the municipality's application of risk management, controls, and governance processes, as designed and represented by management, is adequate and functioning in a manner to ensure amongst others that:
- ⌞ Risks are appropriately identified and managed by management;
 - ⌞ Significant financial, managerial and operating information is accurate, reliable and timely;
 - ⌞ Resources are acquired economically, used effectively, efficiently and adequately protected; and
 - ⌞ Programs, plans and objectives are achieved.

5.2 Consulting Engagements

- 5.2.1 The scope of the IAA consulting engagements focuses on assisting management in problem solving activities, achieving the municipality's objectives and adding value to line and senior management. Consulting engagements that may be accepted are:
- ⌞ Formal consulting engagements – those that are planned and subject to written agreement;
 - ⌞ Informal consulting engagements – routine activities such as participation on standing committees (observer), limited-life audit projects, ad-hoc reviews.
 - ⌞ Special consulting engagements – participation on dedicated teams such as a system conversion team; and
 - ⌞ Emergency consulting services – participation on a team established for recovery or maintenance of operations after a disaster or other extraordinary business event, or a team assembled to temporary help to meet a special request or unusual deadline.
- 5.2.2 The Chief Audit Executive (CAE) must request the Municipal Manager's (MM) and Audit and Performance Committee's (A&PC) approval for consulting activities that significantly affect the approved annual internal audit plan.

5.3 Risk Management

5.3.1 Risk Management is the ultimate responsibility of Management; however, the Internal Audit Activity should evaluate the adequacy and the effectiveness of Risk Management Processes within Langeberg Municipality.

5.3.2 Internal Audit is best positioned to assist Management in risk identification and assessment by facilitating the process. Independency should at all times be preserved. The Internal Audit Activity should use the results of the risk assessment as the basis for the preparation of the Internal Audit Plan.

5.4. Auditing of Performance Information

5.4.1 Internal Audit will perform quarterly audits on Performance Information Systems as regulated and report to the Audit & Performance Committee and Management

6. AUTHORITY AND INDEPENDENCE OF INTERNAL AUDIT ACTIVITY

6.1 Authority

6.1.1 The CAE and staff of the IAA are authorised amongst others to:

- ↳ Have unrestricted access to the Municipal Manager and to the Chairperson of the Audit & Performance Committee.
- ↳ Have unrestricted access to all functions, records, property and personnel;
- ↳ Allocate resources, set frequencies, select subjects, determine scopes of work, and apply the techniques required to accomplish audit objectives; and
- ↳ Obtain the necessary assistance of personnel in units of the municipality where they perform audits, as well as other specialised services from within or outside the municipality.
- ↳ Have authority to discuss initiatives, policies and procedures regarding risk assessment, internal controls, compliance, financial reporting and governance processes with management and other corporate participants.
- ↳ Communicate directly with the members of the Audit & Performance Committee.

6.1.2 The CAE and staff of the IAA are not authorised to:

- ↳ Perform any operational duties for the municipality or its affiliates;
- ↳ Initiate or approve accounting transactions external to the IAA; and
- ↳ Direct activities of any of the municipality's employees not employed by the IAA, except to the extent that such employees have been appropriately assigned to auditing teams or to otherwise assist the internal auditors, as the above would infringe on independence and impair objectivity.

6.2 Independence

- 6.2.1 To provide for the independence of the IAA, the Chief Audit Executive and personnel report functionally to the Audit & Performance Committee and administratively to the Accounting Officer (AO) and will remain independent of all line and functional management.
- 6.2.2 The Audit & Performance Committee must concur on the appointment and/or removal of the Chief Audit Executive.
- 6.2.3 All internal audit activities shall remain free of influence by any element in the Municipality, including matters of audit selection, scope, procedures, frequency, timing, or report content to permit maintenance of an independent and objective mental attitude necessary in rendering reports.
- 6.2.4 Internal Auditors shall have no direct operational responsibility or authority over any of the activities they review.
- 6.2.5 Internal Audit will include as part of its report to the Audit & Performance Committee a regular report on the level of Internal Audit personnel involved.
- 6.2.6. Impairments of independence must be disclosed in writing to the Audit & Performance Committee and if necessary to Council.

7. INTERNAL AUDIT ACTIVITY RESPONSIBILITY

The CAE and the IAA staff have amongst others, the following responsibilities:

- ⌞ The role of Internal Audit in the Municipality is to assist the Municipal Manager and the Council to meet their objectives and to discharge their responsibilities by providing an independent appraisal of the adequacy and effectiveness of the controls set up by management to help run the municipality.
- ⌞ Develop a three year strategic and flexible annual audit plan using appropriate risk-based methodology, including any risks or control concerns identified by management, and submit that plan to the Audit & Performance Committee for review and approval;
- ⌞ Establish policies and procedures to guide the IAA and direct its administrative functions;
- ⌞ Maintain a professional audit staff with sufficient knowledge, skills, experience, and professional certifications to meet the requirements of this charter;
- ⌞ The Chief Audit Executive and the Internal Audit staff should be members of the South African Institute of Internal Auditors
- ⌞ Carry out all audit work in an effective, professional and timely manner;
- ⌞ Implement the annual audit plan, as approved including, as appropriate any special tasks or projects requested by management and the Audit & Performance Committee.
- ⌞ Establish a quality assurance program by which the CAE assures the operation of Internal auditing activities;
- ⌞ Perform consulting services, beyond internal audit's assurance services, to assist management in meeting its objectives. Examples may include facilitation, process design, training, and advisory services. Informal consulting engagements include routine activities such as participating on standing committees, limited life projects, ad hoc meetings and routine information exchange;

- ↳ Assist in the investigation of significant fraud within the municipality as requested by the Municipal Manager and advise management and the Audit & Performance Committee of the outcome;
- ↳ Liaise with the Auditor General, Provincial and National Treasury and/or outside consultants for the purpose of providing optimal audit coverage at a reasonable overall cost; and minimizing application of effort;
- ↳ Internal auditors must have sufficient knowledge of key information technology risks and controls and available technology-based audit techniques to perform their assigned work. However, not all internal auditors are expected to have the expertise of an internal auditor whose primary responsibility is information technology auditing;
- ↳ Stay informed on improvements and current developments in internal audit standards, procedures and techniques;
- ↳ Issue at least quarterly reports to the Audit & Performance Committee and management, summarising the results of audit activities, which also include reporting amongst other things on:
 - The status of the execution of the risk-based Internal Audit Plan;
 - Significant audit findings and management action plans;
 - Follow-up audits and management's implementation of previously reported Internal Audit findings;
 - Any scope of work restrictions placed on the IAA;
 - The adequacy of the IAA budget and resource requirements, as well as the impact of resource limitations.

8. RELATIONSHIP WITH EXTERNAL AUDITORS

- 8.1 Internal audit co-ordinates its work with that of the other assurance providers. The external auditors must be consulted in determining the activities of internal and external audit in order to minimise duplication of audit effort. This may include:
- ↳ Periodic meetings to discuss the planned activities;
 - ↳ The exchange of audit work papers including systems documentation;
 - ↳ The exchange of management letters;
 - ↳ The forming of joint teams where appropriate;
 - ↳ Internal Audit carrying out certain (financial) audit work;
 - ↳ Other aspects of the relationship between the Municipality and the external auditors.
- 8.2 Internal audit must assess the adequacy of the combined assurance approach adopted by the Municipality. This assessment includes the adequacy of risks covered by the different assurance providers and the reliability of the assurance provided.

9. MANAGEMENT RESPONSIBILITY

- ↓ The Audit & Performance Committee is responsible for approval of the scope of internal audit work, and for recommending the action to be taken on the outcome or findings from their work.
- ↓ Management, in conjunction with the Municipal Manager, is responsible for:
 - Ensuring that a risk assessment is conducted regularly to identify emerging risks of the Council. A risk management strategy must then be drawn up and used by management to direct internal audit effort and priority;
 - Proposing the areas of investigation by Internal Audit;
- ↓ Ensuring the Internal Audit function has:
 - The support of executive management;
 - Direct access and freedom to report to the Municipal Manager and the Audit & Performance Committee;
 - Free access to the books of account, records, cash, stores, property and other sources of relevant information.
- ↓ Maintaining internal controls, including proper accounting records and other management information suitable for running the Municipality;
- ↓ Reviewing internal audit reports and the timely implementation of recommendations as considered appropriate, in the light of Council's resources.
- ↓ Provide a formal written response to all internal audit reports submitted.
- ↓ The Municipal Manager must ensure that the budget of internal audit is adequate to cover the following items:
 - Personnel related expenditure;
 - Capital expenditure and Audit software;
 - Training and development;
 - Professional membership fees; and
 - Quality assurance programs.

10. ACCOUNTABILITY OF INTERNAL AUDIT

The CAE, in the discharge of his/her duties, shall be accountable to management and the Audit & Performance Committee to:

- ↓ Adhere to the International Standards for Professional Practice of Internal Audit and the Code of Ethics established by the Institute of Internal Auditors.
- ↓ Internal Audit unit should be staffed with people with the appropriate qualifications and relevant experience. In those areas where the Internal Audit does not have the appropriate skills, work should be outsourced to other service providers.
- ↓ Keep information and documents obtained from the auditee during a review period in a prudent and confidential manner.
- ↓ Provide information on the status and results of the annual internal audit plan and sufficiency of the unit's resources.

11. LIMITATION OF SCOPE

- 11.1 Any attempted scope limitation by management must be reported, preferably in writing, to the Municipal Manager and to the Audit & Performance Committee. The question of whether an action from management in fact constitutes a scope limitation is at the judgment of the CAE.

12. STANDARDS AND CODE OF ETHICS

- 12.1 The internal auditing activity shall meet the International Standards for Professional Practice of Internal Auditing (ISPPIA) and abide by the Code of Ethics, as outline by the Institute of Internal Auditors, as well as ensure compliance with the mandatory guidance in terms of the International Professional Practice Framework (IPPF).

13. ASSESSMENT OF EFFECTIVENESS OF THE INTERNAL AUDIT ACTIVITY

- 13.1 The Audit & Performance Committee should annually assess the effectiveness of the Internal Audit function, which includes amongst other things:
- ✚ Achievement of the annual internal audit plan;
 - ✚ Timeliness of reporting of findings and activities;
 - ✚ Responsiveness to changing business/operational environment;
 - ✚ Management's acceptance of the internal audit findings;
 - ✚ Compliance with IIA's professional standards inclusive of quality assurance assessments on the level of compliance achieved;
 - ✚ Quality and relevance of the annual assessment reports;
 - ✚ Level of cooperation and interaction with other assurance providers within the agreed combined assurance approach and
 - ✚ Maintenance of adequate staffing/sourcing levels to achieve the requirements of this charter.

14. QUALITY ASSURANCE REVIEW

- 14.1 An independent external Quality Assurance Review (QAR) should be performed on the IAA at least once every five years in line with the International Standards for the Professional Practice of Internal Auditing from the Institute of Internal Auditors.

15. FRAUD LIMITATION

- 15.1 The identification and prevention of Fraud is clearly a management responsibility. Internal audit will report to management any red flags that might have come to their attention during the normal process of its activities.
- 15.2 The Internal Audit Unit will also take into consideration the fraud and Corruption Policy when reporting on any potential areas of fraud.
- 15.3 Internal audit is well positioned to assist management to identify the main fraud risks facing the Council and could assist management in designing appropriate controls that could minimise the effects of risks.
- 15.4. Internal auditors must have sufficient knowledge to evaluate the risk of fraud and the manner in which it is managed by the municipality, but are not expected to have the expertise of a person whose primary responsibility is detecting and investigating fraud.
- 15.5 The IAA must be alert to the probability of fraud risks and should seek to identify serious defects in internal control, which might permit the occurrence of such an event. When the IAA discovers evidence of, or suspect fraud or theft, they should report firm evidence, or reasonable suspicions to the appropriate level of management.

16. PLANNING AND REPORTING

16.1 Planning

- ↓ Internal Audit will annually submit to the Audit & Performance Committee for approval, an Operational Internal Audit plan, setting out the recommended scope of their work. This plan should be based on the results of the risk assessment process and should allocate Internal Audit resources to the areas where the greatest risks are present. In addition, it should identify the costs and resources necessary to fulfil the plan. The plan should indicate the timing and frequency of the audit activities.
- ↓ The annual Operational Internal Audit Plan should be developed with reference to a longer term strategic outlook for Internal Audit work, prepared in conjunction with management and supported by them, and should have regard to the business plans and strategic outlook of Council as a whole.

16.2 Reporting

- ↓ Internal Audit will carry out the work as agreed, report the outcome and findings immediately to management, and will make recommendations on the actions to be taken.
- ↓ A written report of the above findings and recommendations will be prepared and issued by Internal Audit to Management at the conclusion of each audit and distributed as considered appropriate.
- ↓ Internal Audit will also submit a quarterly report to the Committee on the:
 - Status of the Internal Audit Activities;
 - Significant findings and management action plans;
 - Follow-up on previously reported internal audit findings;
 - Any instances of fraud or non-compliance with legislation identified during the performance of the Internal Audit Activities;
 - Performance of Internal Audit against the annual Internal Audit plan to allow effective monitoring and possible intervention.
 - Internal Audit shall have the right to report any critical or significant issue directly to the Municipal Manager or the Chairperson of the Committee before consulting with management.

17. APPROVAL & REVIEW OF CHARTER

This charter establishes authority and responsibility conferred by management to the Internal Audit function. This charter must be approved by the Audit and Performance Committee and accepted by the Accounting Officer. The charter will be reviewed on an annual basis and submitted to the Committee for approval. This document will remain effective until a new one is approved.

Accepted by the Municipal Manager

Position: Municipal Manager
Name in print: _____
Signature:  _____
Date: 25/07/2018

Approved by the Audit and Performance Committee

Position: Chairperson
Name in print: _____
Signature:  _____
Date: 16 July 2018

B & BB ITEMS

B-REPORTS : JUNE 2018

B 5387	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR APRIL 2028 - DIRECTORATE FINANCE (9/2/2) CHIEF FINANCIAL OFFICER	158
B5388	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR APRIL 2028 – DIRECTORATE: ENGINEERING SERVICES (9/2/2) (CHIEF FINANCIAL OFFICER)	158
B 5389	ANNE FREDERICKS PRE-PRIMARY CRÈCHE: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR THE BUILDING SITUATED ON ERF 2999, ROBERTSON (7/2/4/2/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	158
B 5390	RESUBMISSION: MAWUBUYE LAND RIGHTS FORUM: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR THE ESTABLISHMENT OF A COMMUNITY VEGETABLE GARDEN AND SEEDLING NURSERY SITUATED ON A PORTION OF ERF 397, MCGREGOR (7/2/3/2/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	159
B 5391	APPLICATION FOR THE CLOSURE OF THE SERVITUDE SITUATED ON ERF 537 BETWEEN WILLIE MEYERSINGEL AND HARTZENBERG STREET MCGREGOR (7/2/R) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	160
B 5392	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE: ERF 3683 ROBERTSON FROM ROELOFF SCOTT JANSEN TO ROSLEN DIANA BAILEY (27/5/6/5/3) (HOUSING ADMINISTRATOR: ASHTON, BONNIEVALE & MONTAGU)	161
B 5393	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE, ERF 42, NH32 MAJOLA STREET, ZOLANI ASHTON FROM ZONWABISO ROBERT JAFTA TO SYMPATHY THOZAMILE JAFTA (27/5/6/2/2) (SNR HOUSING CLERK – ASHTON)	161
B 5394	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE: ERF 49, ZOLANI, ASHTON FROM MAVELA FERDINALD MBAMBANI TO NIKITHA LUNDA (27/5/6/2/2) (SENIOR CLERK: HOUSING - ASHTON)	162
B 5395	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE: ERF 222, ZOLANI, ASHTON FROM NOMPUMELENO KATIE MAJOLA TO PHILLIES MTHUTHUZELI NDODA YEKANI (27/5/6/2/2) (SNR HOUSING CLERK – ASHTON)	162
B 5396	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME FAMILY HOSTEL: ERF 824, FH22 KHOSI AVENUE, ZOLANI, ASHTON FROM SIPHO ABRAM MATAI TO SANDISWA SIMANGA (27/5/5/4) (SNR HOUSING CLERK – ASHTON)	163
B 5397	APPLICATION TO TRANSFER RDP HOUSE: ERF 2402, ZOLANI, ASHTON FROM MONWABISI WELLINGTON DINGISWAYO TO WINNIE MASE (27/5/8/2/2) (HOUSING ADMINISTRATOR, ASHTON, BONNIEVALE & MONTAGU)	163
B 5398	CHANGING / DE-REGISTRATING OF ERVEN 3927 & 3928, ROBERTSON: 55 INFILL HOUSING PROJECT, ROBERTSON (27/5/R) (HOUSING ADMINISTRATOR)	164
B 5399	APPLICATION TO TRANSFER RDP HOUSE: ERF 562, 24 MABOMBO STREET, NKQUBELA, ROBERTSON FROM SIMON SIBARA TO MASANDE JACK (27/5/R) (SNR CLERK: HOUSING ADMINISTRATION, ROBERTSON)	164
B 5400	APPLICATION TO TRANSFER RDP HOUSE: ERF 583, 29 RORWANA STREET, NKQUBELA, ROBERTSON FROM MABHONGO GODFREY FOLOTI TO ETHEL SIYANGA FOLOTI (27/5/R) (SNR CLERK: HOUSING ADMINISTRATION, ROBERTSON).	165
B 5401	APPLICATION TO TRANSFER RDP HOUSE: ERF 892, 6 EMLANJENI STREET NKQUBELA, ROBERTSON FROM MATHEMBA MORRIS PANGO TO NOBUHLE TRYPHINA PANGO (27/5/8/2/2) (SENIOR CLERK HOUSING, ROBERTSON)	165
B 5402	APPLICATION TO TRANSFER RDP HOUSE: ERF 558, 30 MABOMBO STREET, NKQUBELA, ROBERTSON FROM NTOMBKHAHAYA MAVIS MZELA TO KHANYISO PRACIOUS MZELA (27/5/8/2/2) (SENIOR CLERK HOUSING, ROBERTSON)	166
B 5403	RESUBMISSION 2 : MONTAGU WINERY ; DONATION OF KAMPONG SITUATED ON A PORTION OF ERVEN 2 & 937, MONTAGU (7/2/2/3) (MANAGER: ADMINISTRATIVE SUPPORT)	166
B 5404	MCGREGOR AGRICULTURAL CO-OPERATIVE LTD: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR GLADDEKLIP (8.43HA), MCGREGOR (7/2/3/2/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	167
B 5405	Z.C.C. ST ENGENAS CHURCH: APPLICATION FOR THE LEASE OR PURCHASE OF MUNICIPAL LAND SITUATED ON A PORTION OF ERF 236 (±2 250M²) AT THE BACK OF ENTLANGO STREET, NKQUBELA ROBERTSON (7/2/3/2/5: 7/2/3/2/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	168

B-REPORTS : JULY 2028

B 5406	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2028 – DIRECTORATE: CORPORATE SERVICES (9/2/2) (CHIEF FINANCIAL OFFICER)	168
B 5407	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2028 – DIRECTORATE: STRATEGY AND SOCIAL DEVELOPMENT (9/2/2) (CHIEF FINANCIAL OFFICER)	168
B 5408	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2028 – DIRECTORATE: COMMUNITY SERVICES (9/2/2) (CHIEF FINANCIAL OFFICER)	169
B 5409	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2028 – DIRECTORATE: ENGINEERING SERVICES (9/2/2) (CHIEF FINANCIAL OFFICER)	169
B 5410	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2028 – DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER (9/2/2) (CHIEF FINANCIAL OFFICER)	169
B 5411	COCOS PLUMOSA SECTIONAL TITLE CLUSTER HOMES: APPLICATION TO INSTALL AN INTERCOM POLE ON MUNICIPAL LAND, ROBERTSON (7/2/3/2/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	169
B 5412	APPLICATION TO ALLOCATE RDP HOUSE: ERF 5226, 59 KAREE AVENUE, MONTAGU TO ANDRIES WEAVERS (27/5/8/4/2) (SENIOR HOUSING CLERK: MONTAGU)	170
B 5413	CHANGING / DE-REGISTRATION OF ERVEN 3922 AND 3922, ROBERTSON: 55 INFILL HOUSING PROJECT, ROBERTSON (27/5/R) (SNR HOUSING ADMINISTRATOR)	170
B 5414	APPLICATION TO TRANSFER RDP HOUSE: ERF 2009, 27 VULINDLELA STREET, NKQUBELA, ROBERTSON FROM TUTU KLEINBOOI NDZALA TO SIPHENKOSI MANGALI (27/5/R) (SNR CLERK: HOUSING ADMINISTRATION, ROBERTSON).	171
B 5415	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME, CONVENTIONAL HOUSE: ERF 2549, BONNIEVALE FROM ROSA WILLEMSE TO LIANNA VERONICA SNYMAN (27/5/6/2/2) (SENIOR HOUSING CLERK: BONNIEVALE)	172
B 5416	APPLICATION TO TRANSFER MUNICIPAL RENTAL HOUSE, ERF 2720 MONTAGU FROM GERALD BOOYSEN TO GERALDINE SKIPPERS (BOOYSEN) AND JOLAN SKIPPERS (27/5/6/4/2)	172
B 5417	APPLICATION TO TRANSFER RDP HOUSE: ERF 6255, ROBERTSON FROM DAMON AND SARAH ANTOONIE TO ANNA UITHALER (27/5/8/5/2) (SNR HOUSING CLERK : ROBERTSON)	173
B 5418	APPLICATION TO PURCHASE A PORTION OF MUNICIPAL LAND (2 800m²) SITUATED ON PORTION 39 OF THE FARM LONG VALLEY NO.25 DASSIESHOEK, ROBERTSON (7/2/4/2/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	173
BB 706	REPORTING ON LITIGATION – JUNE & JULY 2028 (7/2/R + 7/2/R)(DIRECTOR CORPORATE SERVICES)	174

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B & BB ITEMS

B 5387 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR APRIL 2018 - DIRECTORATE FINANCE (9/2/1) CHIEF FINANCIAL OFFICER

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

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.

B5388 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR APRIL 2018 – DIRECTORATE: ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

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.

B 5389 ANNE FREDERICKS PRE-PRIMARY CRÈCHE: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR THE BUILDING SITUATED ON ERF 2999, ROBERTSON (7/1/4/1/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the building situated on erf 2999, Robertson is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)

Dat dit bevestig word dat die gebou geleë te erf 2999, Robertson nie benodig word vir die verskaffing van die minimum vlak van basiese dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

2. That the building situated on erf 2999, Robertson be leased to Anne Fredericks Preprimary for a period of three (3) years at a nominal rent of R283.00 per annum, subject to the normal conditions applicable to the leasing of Municipal buildings.

Dat die gebou geleë te erf 2999, Robertsonverhuur word aan Anne Fredericks Pre-Primêr vir 'n periode van drie (3) jaar teen 'n nominale bedrag van R283.00 per jaar, onderhewig aan die normale voorwaardes soos van toepassing op die verhuring van Munisipale geboue.

3. That the rental amount for the building situated on erf 2999, Robertson will escalate annually with 10% and the Lessee is responsible for the payment of the insurance of the building.

Dat die huurbedrag vir die gebou geleë te erf 2999, Robertson eskaleer met 10% jaarliks en dat die Huurder verantwoordelik is vir die betaling van die versekering op die gebou.

4. That the Lessee be responsible for maintenance, repairs and upgrading work to be done to the building.

Dat die Huurder verantwoordelik sal wees vir instandhouding, herstelwerk en opgraderingswerk van die gebou.

5. That no alterations be done to the building without the written consent of the Municipality.

Dat geen veranderings aan die gebou aangebring word sonder dat skriftelike goedkeuring van die Munisipaliteit verkry is nie.

6. That the Lessee be responsible for the payment of all services rendered to the facility.

Dat die Huurder verantwoordelik is vir die betaling van alle dienste na die perseel.

7. That the lessee complies with all the conditions as contained in the Health By-laws and further conditions set by the Cape Winelands District Municipality and relevant provincial departments from time to time.

Dat die huurder voldoen aan al die vereistes soos vervat in die Gesondheidsverordeninge en verdere vereistes wat van tyd tot tyd deur die Kaapse Wynland Distriksmunisipaliteit en ander relevante provinsiale departemente gestel word.

8. That the Lessee complies with all the conditions as contained in the Health By- laws, National Building Regulations and Standards, fire emergency requirements and any other conditions applicable for the usage of this building for a crèche purpose.

Dat die Huurder voldoen aan al die vereistes soos vervat in die Gesondheidsverordeninge, Nasionale Bouregulasies en Bou Standaarde, nood brand vereistes enige ander vereiste van toepassing vir die gebruik van hierdie gebou as 'n kleuterskool.

9. That the Lessee shows proof of the facility registration issues by the Department of Social Development before the lease agreement is signed by the Municipal Manager.

Dat die Huurder bewys lewer van registrasie vir die fasiliteit soos uitgereik deur die Departement van Sosiale Ontwikkeling voordat die huurooreenkoms deur die Munisipale Bestuurder onderteken word.

10. That the Lessee shows proof of the facilities Certificate of Acceptability issues by the Cape Winelands District Municipality as meals are prepared, served and consumed on the premises before the lease agreement is signed by the Municipal Manager.

Dat die Huurder bewys lewer van die "facilities Certificate of Acceptability" soos uitgereik deur die Kaapse Wynlandse Distriks Munisipaliteit aangesien etes, voorberei, bedien en verbruik word op die perseel voordat die huurooreenkoms deur die Munisipale Bestuurder onderteken word.

B 5390 RESUBMISSION: MAWUBUYE LAND RIGHTS FORUM: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR THE ESTABLISHMENT OF A COMMUNITY VEGETABLE GARDEN AND SEEDLING NURSERY SITUATED ON A PORTION OF ERF 397, MCGREGOR (7/2/3/1/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

1. That the application received from Ms D Jansen on behalf of Mawubuye Land Rights Forum for the renewal of lease for a portion of erf 397, McGregor to be used as a nursery not be approved.

Dat die aansoek ontvang vanaf Me D Jansen namens Mawubuye Land Rights Forum vir die

hernuwing van huurooreenkoms, 'n gedeelte van erf 397, McGregor vir die gebruik van 'n kwekery nie goedgekeur word nie.

2. That a portion of erf 397, McGregor be leased by way of public tender for the use as a nursery subject to the following normal conditions applicable for the leasing of municipal property:

Dat 'n gedeelte van erf 397, McGregor verhuur word by wyse van 'n publieke tender vir die gebruik van 'n kwekery onderworpe aan normale voorwaardes vir die verhuring van munisipale eiendom:

- 2.1 That it be confirmed that a portion of erf 397, McGregor is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)

Dat dit bevestig word dat 'n gedeelte van erf 397, McGregor nie benodig word vir die verskaffing van die minimum vlak van basiese dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

- 2.2 That the land be leased at a market related tariff and the Lessee be responsible for the cost of the lease related certificate. The rental amount will escalate annually with a percentage that will be determine by the yearly CPIX.

Dat die grond verhuur word teen 'n markverwante tarief en die Huurder verantwoordelik sal wees vir die kostes verbonde aan die verkryging van die billike huurwaarde sertifikaat. Die huurtarief sal jaarliks eskaleer met met 'n persentasie wat bepaal word deur die VPI.

- 2.3 That a water meter connection be installed for the account of the Lessee and that the lessee be responsible for the payment of all services rendered to the facility.

Dat die huurder verantwoordelik is vir die installering van 'n watermeter vir sy rekening en dat die huurder verantwoordelik is vir die betaling van alle munisipale dienste gelewer by die perseel.

- 2.4 That provision be made in the lease agreement that the lease agreement can be terminated before the expiry date with three (3) months written notice to the other party.

Dat voorsiening in die huurooreenkoms gemaak word dat die huurooreenkoms ter enige tyd voor die verstrykingsdatum met drie (3) maande skriftelike kennisgewing aan die ander party opgesê kan word.

B 5391 APPLICATION FOR THE CLOSURE OF THE SERVITUDE SITUATED ON ERF 537 BETWEEN WILLIE MEYERSINGEL AND HARTZENBERG STREET MCGREGOR (7/2/R) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

This Item served before the Executive Mayoral Committee on 24 July 2018

Hierdie Item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

That the report be referred back for resubmission at a next meeting of the Corporate Services Portfolio Committee.

Dat die verslag terugverwys word vir hervoorlegging by 'n volgende vergadering van die Korporatiewe Dienste Portefeulje Komitee

B 5392 APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE: ERF 3683 ROBERTSON FROM ROELOFF SCOTT JANSEN TO ROSLEN DIANA BAILEY (17/5/6/5/3) (HOUSING ADMINISTRATOR: ASHTON, BONNIEVALE & MONTAGU)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

1. That the Municipal Rental Scheme house situated on erf 3683 Robertson be allocated to Roslen Diana Bailey on the following conditions.

Dat die Munisipale huurskema-woning geleë te erf 3683 Robertson op die volgende voorwaardes aan Roslen Diana Bailey toegeken word.

2. That Roslen Diana Bailey be responsible for the payment of the transfer costs in respect of the registration of the property into her name.

Dat Roslen Diana Bailey aanspreeklik is vir die betaling van die oordragkoste met betrekking tot die registrasie van die eiendom in haar naam.

3. That Roslen Diana Bailey enter into a Lease Agreement with the Municipality until a subsidy for discount benefit (EEDBS) is approved by the Provincial Department of Human Settlements, where after a deed of sale will be entered into between herself and the Municipality.

Dat Roslen Diana Bailey 'n huurkontrak sluit met die Munisipaliteit totdat 'n subsidie vir die verbeterde uitgebreide afslag voordeelskema (EEDBS) deur die Provinsiale Departement van Menselike Nedersettings goedgekeur is waarna 'n koopkontrak tussen haarself en die Munisipaliteit gesluit word.

B 5393 APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE, ERF 42, NH31 MAJOLA STREET, ZOLANI ASHTON FROM ZONWABISO ROBERT JAFTA TO SYMPATHY THOZAMILE JAFTA (17/5/6/1/2) (SNR HOUSING CLERK – ASHTON)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the Municipal rental house on erf 42, NH 31 Majola Street, Zolani, Ashton be allocated to Sympathy Thozamile Jafta on the following conditions:

Dat die Munisipale huurwoning gelee te erf 42, Majolastraat NH31, Zolani, Ashton op die volgende voorwaardes aan Sympathy Thozamile Jafta toegeken word:

1. That the municipal rental house on erf 42, NH31 Majola Street, Zolani, Ashton be sold to Sympathy Thozamile Jafta for R7 386.00 in terms of the Enhanced Extended Discount Benefit Scheme (EEDBS).

Dat die munisipale huurwoning geleë te erf 42, Majolastraat NH31, Zolani, Ashton vir die bedrag van R7 386.00 in terme van die Verbeterde Uitgebreide Afslag Voordeelskema (EEDBS) aan Sympathy Thozamile Jafta vervreem word.

2. That Sympathy Thozamile Jafta enters into a lease agreement with Municipality until his subsidy for discount benefit (EEDBS) is approved by the Department of Human Settlements, where after a deed of sale be entered into between himself and the Municipality.

Dat Sympathy Thozamile Jafta 'n huurkontrak sluit met die Munisipaliteit totdat sy subsidie vir die verbeterde uitgebreide afslag voordeelskema (EEDBS) deur die Departement van Menslike Nedersettings goedgekeur is, waarna 'n koop-ooreenkoms tussen homself en die Munisipaliteit gesluit word.

B 5394 APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE: ERF 49, ZOLANI, ASHTON FROM MAVELA FERDINALD MBAMBANI TO NIKITHA LUNDA (17/5/6/1/2) (SENIOR CLERK: HOUSING - ASHTON)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the Municipal rental house on erf 49, NH 38 Majola Street, Zolani, Ashton be allocated to Nikitha Lunda on the following conditions.

Dat die Munisipale huurwoning gelee te erf 49, Majolastraat NH 38, Zolani, Ashton op die volgende voorwaardes aan Nikitha Lunda toegeken word.

1. That the municipal rental house on erf 49, NH38 Majola Street, Zolani, Ashton be sold to Nikitha Lunda for R7 386-00 in terms of the Enhanced Extended Discount Benefit Scheme (EEDBS)

Dat die munisipale huurwoning geleë te Erf 49, Majolastraat NH38, Zolani, Ashton vir die bedrag van R7 386-00 in terme van die Verbeterde Uitgebreide Afslag Voordeelskema (EEDBS) aan Nikitha Lunda vervreem word.

2. That Nikitha Lunda enters into a lease agreement with the Municipality until her subsidy for discount benefit (EEDBS) is approved by the Department of Human Settlements, where after a deed of sale be entered into between herself and the Municipality.

Dat Nikitha Lunda 'n huurkontrak sluit met die Munisipaliteit totdat haar subsidie vir die verbeterde uitgebreide afslag voordeelskema (EEDBS) deur die Departement van Menslike Nedersettings goedgekeur is waarna 'n koopvooreenkoms tussen haarself en die Munisipaliteit gesluit word.

B 5395 APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE: ERF 121, ZOLANI, ASHTON FROM NOMPUMELENO KATIE MAJOLA TO PHILLIES MTHUTHUZELI NDODA YEKANI (17/5/6/1/2) (SNR HOUSING CLERK – ASHTON)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the Municipal Rental Scheme house situated on erf 121, GH10 Gwebityala Avenue, Zolani, Ashton be allocated to Phillies Mthuthuzeli Ndoda Yekani on the following conditions.

Dat die Munisipale huurskemawoning geleë te erf 121, GH10 Gwebityala Laan, Zolani, Ashton op die volgende voorwaardes aan Phillies Mthuthuzeli Ndoda Yekani toegeken word.

1. That the Municipal rental house on erf 121, GH10 Gwebityala Avenue, Zolani, Ashton i for the amount of R4 230.88 in terms of the Enhanced Extended Discount Benefit Scheme (EEDBS).

Dat die Munisipale huurwoning geleë te erf 121, GH10 Gwebityala Laan, Zolani, Ashton, vir die bedrag van R4 230.88 in terme van die Verbeterde Uitgebreide Afslag Voordeelskema (EEDBS) aan Phillies Mthuthuzeli Ndoda Yekani vervreem word.

2. That Phillies Mthuthuzeli Ndoda Yekani enters into a lease agreement with the Municipality until his subsidy for discount benefit (EEDBS) is approved by the Provincial Department of Human Settlements, whereafter a deed of sale will be entered into between himself and the Municipality.

Dat Phillies Mthuthuzeli Ndoda Yekani 'n huurkontrak sluit met die Munisipaliteit totdat sy subsidie vir die verbeterde uitgebreide afslag voordeelskema (EEDBS) deur die Provinsiale Departement van Menslike Nedersettings goedgekeur is waarna 'n koopvooreenkoms tussen homself en die Munisipaliteit gesluit word.

B 5396 APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME FAMILY HOSTEL: ERF 824, FH21 KHOSI AVENUE, ZOLANI, ASHTON FROM SIPHO ABRAM MATAI TO SANDISWA SIMANGA (17/5/5/4) (SNR HOUSING CLERK – ASHTON)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the Municipal Rental Scheme Family Hostel on erf 824, FH 42 Khosi Avenue Zolani be allocated to Sandiswa Simanga on the following conditions.

Dat die Munisipale familie hostel gelee te erf 824, FH 42 Khosilaan, Zolani op die volgende voorwaardes aan Sandiswa Simanga toegeken word.

1. That the Municipal Family Hostel on erf 824, FH42 Family Hostel, Zolani be sold to Sandiswa Simanga for R15000-00 in terms of the Enhanced Extended Discount Benefit Scheme (EEDBS)

Dat die Munisipale Familie Hostel gelee te erf 824, FH42 Zolani Ashton vir die bedrag van R15 000.00 in terme van die Verbeterde Uitgebreide Afslag Voordeelskema (EEDBS) aan Sandiswa Simanga vervreem word.

- 2 That Sandiswa Simanga enters into lease agreement with Municipality until her subsidy for the discount benefit (EEDBS) is approved by the Departement of Human Settlements, whereafter a deed of sale be entered into between him and the Municipality.

Dat Sandiswa Simanga 'n huurkontrak sluit met die Munisipaliteit totdat sy subsidie vir die verbeterde uitgebreide afslag voordeelskema (EEDBS) deur die Departement van Menslike Nedersettings goedgekeur is waarna 'n koopvoornemens tussen haarself en die Munisipaliteit gesluit word.

B 5397 APPLICATION TO TRANSFER RDP HOUSE: ERF 1402, ZOLANI, ASHTON FROM MONWABISI WELLINGTON DINGISWAYO TO WINNIE MASE (17/5/8/2/1) (HOUSING ADMINISTRATOR, ASHTON, BONNIEVALE & MONTAGU)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the RDP House situated on erf 1402, Zolani, Ashton be allocated to Winnie Mase on the following conditions:

Dat die HOP woning gelee te erf 1402, Zolani, Ashton op die volgende voorwaardes toegeken word aan Winnie Mase:

1. That a housing subsidy application be submitted to the Provincial Housing Board for consideration on behalf of Winnie Mase.

Dat 'n behuisingssubsidie aansoek namens Winnie Mase aan die Provinsiale Behuisingsraad voorgelê word ter oorweging.

2. That once the subsidy as mentioned in point 1 above, is approved, the property be transferred into the name of Winnie Mase.

Dat nadat die subsidie soos in punt 1 gemeld, goedgekeur is, die eiendom in Winnie Mase se naam getransporeer word.

3. That Winnie Mase enter into a Lease Agreement with the Municipality until the housing subsidy has been

approved after which a Deed of Sale will be entered into between herself and the Municipality.

Dat Winnie Mase 'n huurkontrak sluit met die Munisipaliteit totdat die behuisingssubsidie in haar naam goedgekeur is waarna 'n koopkontrak met haar gesluit word.

B 5398 CHANGING / DE-REGISTRATING OF ERVEN 3917 & 3918, ROBERTSON: 55 INFILL HOUSING PROJECT, ROBERTSON (17/5/R) (HOUSING ADMINISTRATOR)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

1. That a deed of sale for erf 3918, 38 Muller Street, Robertson be entered between Alexis Westley Lewis and Karen Rochelle Megan Lewis and Godfrey Platjies to registered the property into Godfrey Platjies name.

Dat 'n koopkontrak tussen Alexis Westley Lewis and Karen Rochelle Lewis and Godfrey Platjies gesluit word ten einde die eiendom in die naam van Godfrey Platjies se naam te registreer.

2. That a deed of sale for erf 3917, 40 Muller Street, Robertson be entered between the Municipality and Alexis Westley Lewis and Karen Rochelle Megan Lewis to registered the property into their name.

Dat 'n koopkontrak vir erf 3917, Mullerstraat 40, Robertson tussen die Munisipaliteit en Alexix Westley Lewis en Karen Rochelle Megan Lewis gesluit word ten einde die eiendom in hul naam te registreer.

3. That the transfer cost of R7 108.00 to rectify the properties mentioned in point 1 and 2 be recovered from the Title Restoration Project of the Department of Human Settlements.

Dat die oordragkoste van R7 108.00 vir die regstel van die eiendomme in punt 1 en 2 gemeld verhaal word van die Titelakte Restorasie Projek van die Departement Menslike Nedersettings.

4. That the Municipality assisted Alexis Westley Lewis and Karen Rochelle Megan Lewis to obtain an Individual housing subsidy from the Department of Human Settlements to construct a house on condition that they adhered to the subsidy criteria.

Dat die Munisipaliteit Alexis Westley Lewis en Karen Rochelle Megan Lewis assisteer om aansoek te doen vir 'n Individuele behuisingssubsidie by die Departement Menslike Nedersettings om 'n huis te bou op voorwaarde dat hul voldoen aan die subsidie kriteria.

B 5399 APPLICATION TO TRANSFER RDP HOUSE: ERF 561, 24 MABOMBO STREET, NKQUBELA, ROBERTSON FROM SIMON SIBARA TO MASANDE JACK (17/5/R) (SNR CLERK: HOUSING ADMINISTRATION, ROBERTSON)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

That the RDP House situated on erf 561, 24 Mabombo Street, Nkqubela, Robertson be allocated to Masande Jack on the following conditions:

Dat die HOP woning gelee te erf 561, Mabombostraat 24, Nkqubela, Robertson op die volgende voorwaardes toegeken word aan Masande Jack:

1. That a housing subsidy application be submitted to the Provincial Housing Board for consideration on behalf of Masande Jack.

Dat 'n behuisingssubsidie aansoek namens Masande Jack aan die Provinsiale Behuisingsraad voorgele word ter oorweging.

2. That once the subsidy as mentioned in point 1 above, is approved, the property be transferred into her name.

Dat nadat die subsidie soos in punt 1 gemeld, goedgekeur is, die eiendom in haar naam getranspoteer word.

3. That Masande Jack enter into a Lease Agreement with the Municipality until the housing subsidy has been approved after which a Deed of Sale will be entered into between herself and the Municipality.

Dat 'Masande Jack n huurkontrak sluit met die Munisipaliteit totdat die behuisingsubsidie in haar naam goedgekeur is waarna 'n koopkontrak met haar gesluit word.

B 5400 APPLICATION TO TRANSFER RDP HOUSE: ERF 583, 19 RORWANA STREET, NKQUBELA, ROBERTSON FROM MABHONGO GODFREY FOLOTI TO ETHEL SIYANGA FOLOTI (17/5/R) (SNR CLERK: HOUSING ADMINISTRATION, ROBERTSON)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

It is therefore recommended that the RDP House situated on erf 583, 19 Rorwana Street, Nkqubela, Robertson be allocated to Ethel Siyanga Foloti with on the following conditions:

Word aanbeveel dat die HOP woning gelee te erf 583, Rorwanastraat 19, Nkqubela, Robertson op die volgende voorwaardes toegeken word aan Ethel Siyanga Foloti:

1. That a housing subsidy application be submitted to the Provincial Housing Board for consideration on behalf of Ethel Siyanga Foloti.

Dat 'n behuisingsubsidie aansoek namens Ethel Siyanga Foloti aan die Provinsiale Behuisingsraad voorgele word ter oorweging.

2. That once the subsidy as mentioned in point 1 above, is approved, the property be transferred into her name.

Dat nadat die subsidie soos in punt 1 gemeld, goedgekeur is, die eiendom in haar naam getranspoteer word.

3. That Ethel Siyanga Foloti enter into a Lease Agreement with the Municipality until the housing subsidy has been approved after which a Deed of Sale will be entered into between herself and the Municipality.

Dat Ethel Siyanga Foloti 'n huurkontrak sluit met die Munisipaliteit totdat die behuisingsubsidie in haar naam goedgekeur is waarna 'n koopkontrak met haar gesluit word.

B 5401 APPLICATION TO TRANSFER RDP HOUSE: ERF 891, 6 EMLANJENI STREET NKQUBELA, ROBERTSON FROM MATHEMBA MORRIS PANGO TO NOBUHLE TRYPHINA PANGO (17/5/8/2/1) (SENIOR CLERK HOUSING, ROBERTSON)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the RDP House situated on erf 891, 6 Emlanjeni Street, Nkqubela, Robertson be allocated to Nobuhle Tryphina Pango on the following conditions:

Dat die HOP woning gelee te erf 891, Emlanjenistraat 6, Nkqubela, Robertson op die volgende voorwaardes toegeken word aan Nobuhle Tryphina Pango:

1. That a housing subsidy application be submitted to the Provincial Housing Board for consideration on behalf of Nobuhle Tryphina Pango.

Dat 'n behuisingssubsidie aansoek namens Nobuhle Tryphina Pango aan die Provinsiale Behuisingsraad voorgele word ter oorweging.

2. That once the subsidy as mentioned in point 1 above, is approved, the property be transferred into the name of Nobuhle Tryphina Pango.

Dat nadat die subsidie soos in punt 1 gemeld, goedgekeur is, die eiendom in Nobuhle Tryphina Pango se naam getranspoteer word.

3. That Nobuhle Tryphina Pango enter into a Lease Agreement with the Municipality until the housing subsidy has been approved after which a Deed of Sale will be entered into between herself and the Municipality.

Dat Nobuhle Tryphina Pango 'n huurkontrak sluit met die Munisipaliteit totdat die behuisingssubsidie in haar naam goedgekeur is waarna 'n koopkontrak met haar gesluit word.

B 5402 APPLICATION TO TRANSFER RDP HOUSE: ERF 558, 30 MABOMBO STREET, NKQUBELA, ROBERTSON FROM NTOMBEKHAYA MAVIS MZELA TO KHANYISO PRACIOUS MZELA (17/5/8/2/1) (SENIOR CLERK HOUSING, ROBERTSON)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

It is therefore recommended that the RDP House be allocated to Khanyiso Pracious Mzela on the following conditions:

Word aanbeveel dat die HOP woning gelee te erf 558, Mabombostraat 30, Nkqubela, Robertson op die volgende voorwaardes toegeken word aan Khanyiso Pracious Mzela:

1. That a housing subsidy application be submitted to the Provincial Housing Board for consideration on behalf of Khanyiso Pracious Mzela.

Dat 'n behuisingssubsidie aansoek namens Khanyiso Pracious Mzela aan die Provinsiale Behuisingsraad voorgele word ter oorweging.

2. That once the subsidy as mentioned in point 1 above, is approved, the property be transferred into the name of Khanyiso Pracious Mzela.

Dat nadat die subsidie soos in punt 1 gemeld, goedgekeur is, die eiendom in Khanyiso Pracious Mzela se naam getranspoteer word.

3. That Khanyiso Pracious Mzela enter into a Lease Agreement with the Municipality until the housing subsidy has been approved after which a Deed of Sale will be entered into between himself and the Municipality.

Dat Khanyiso Pracious Mzela 'n huurkontrak sluit met die Munisipaliteit totdat die behuisingssubsidie in hom naam goedgekeur is waarna 'n koopkontrak met haar gesluit word.

B 5403 RESUBMISSION 2 : MONTAGU WINERY ; DONATION OF KAMPONG SITUATED ON A PORTION OF ERVEN 1 & 937, MONTAGU (7/2/1/3) (MANAGER: ADMINISTRATIVE SUPPORT)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

1. That Montagu Winery's donation of the kampong situated on a portion of Erven 1 & 937, Montagu be accepted and that the Winery be thanked for the donation.
2. That Council decide at a later date what to do with the damaged kampong.

B 5404

MCGREGOR AGRICULTURAL CO-OPERATIVE LTD: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR GLADDEKLIP (8.43HA), MCGREGOR (7/2/3/1/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the portions 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)

Dat dit bevestig word dat die gedeeltes grond nie benodig word vir die verskaffing van die minimum vlak van basiese munisipale dienste nie. (S14 van die MFMA 2003, Wet 56 van 2003)

2. That the application received from Mr AB Page on behalf of McGregor Agricultural Co-Operative Ltd to renew the lease agreement of Gladdeklip (8.43 ha), McGregor be approved subject to the following conditions:

Dat die aansoek ontvang van Mnr AB Page namens McGregor Agricultural Co-Operative Ltd om die hernuwing van die huurooreenkoms vir Gladdeklip (8.43 ha), McGregor goedgekeur word onderworpe aan die volgende voorwaardes:

- 2.1 That Gladdeklip (8.43 ha), McGregor be leased for a period of 9 years 11 months subject thereto that permission be granted by National Treasury.

Dat Gladdeklip (8.43 ha), McGregor verhuur word vir 'n periode van 9 jaar 11 maande onderworpe daaraan dat toestemming van Nasionale Tesourier verkry word.

- 2.2. That the land be leased at a market related tariff and the Lessee be responsible for the cost of the market related certificate. The rental amount will escalate annually with a percentage that will be determined by the yearly CPIX.

Dat die grond verhuur word teen 'n markverwante tarief en die Huurder verantwoordelik sal wees vir die kostes verbonde aan die verkryging van die billike markwaardasie sertifikaat. Die huurtarief sal jaarliks eskaleer met met 'n persentasie wat bepaal word deur die VPI

- 2.3. That all cattle be branded and the brand mark with the owner's particulars be submitted to the Municipality for control purposes.

Dat alle beeste gebrandmerk word en dat die brandmerk met die eienaar se besonderhede by die Munisipaliteit ingedien word vir beheer doeleindes.

- 2.4. That all animals be kept and cared for in accordance with the requirements set out by the Department: Agriculture and the SPCA.

Dat alle diere aangehou en versorg word volgens die vereistes van die Departement Landbou en die DBV.

- 2.5. That all animals receive additional feed and not be dependant only on natural grazing and that the SPCA monitor that the cattle do indeed receive the additional feed.

Dat alle diere bykomstige voeding ontvang en nie net afhanklik van natuurlike weiding sal wees nie en dat die DBV monitor dat die beeste wel addisionele voeding ontvang.

- 2.6. That the portions of land be suitably fenced to ensure that the cattle remain on the land at all times and that the fencing cost as well as the maintenance thereof be for the Lessee.

Dat die gedeeltes grond behoorlik omhein word om te verseker dat die beeste ten alle tye op die grond bly en die koste hiervan sowel as die instandhouding daarvan deur die huurder gedra word.

- 2.7. That if any Municipal services are utilized, it be for the account of the Lessee.

Dat indien enige Munisipale dienste gebruik word, dit vir die rekening van die Huurder sal wees.

- 2.8. That Gladdeklip be leased without water or the right to any water sources.

Dat Gladdeklip verhuur word sonder enige water of regte tot enige waterbronne.

- 2.9. That the Lessee for Gladdeklip may utilize the water from the Houtbaai River Canal, but subject to the requirements as strictly stipulated by the Vrolikheid Water Users Association. This water may not be used for irrigation purposes but only as drinking water for the animals.

Dat die Huurder van Gladdeklip die water van die Houtbaai River Kanaal mag gebruik, maar onderworpe aan die streng maatreëls van die Vrolikheid Watergebruikers Vereniging. Hierdie water mag nie vir besproeiingdoeleindes gebruik word nie, maar slegs as drinkwater vir die diere.

B 5405 Z.C.C. ST ENGENAS CHURCH: APPLICATION FOR THE LEASE OR PURCHASE OF MUNICIPAL LAND SITUATED ON A PORTION OF ERF 136 (±1 250m²) AT THE BACK OF ENTLANGO STREET, NKQUBELA ROBERTSON (7/2/3/1/5: 7/2/3/2/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

That the application received from Mr P Prins on behalf of Z.C.C St Engenas Church for the lease or purchase of municipal land situated on a portion of erf 136 (±1 250m²), Nkqubela, Robertson not be approved seeing that this portion of land is earmarked for a housing scheme.

Dat die aansoek ontvang van Mnr P Prins namens Z.C.C St Engenas Kerk vir die huur of koop van munisipale grond geleë op 'n gedeelte van erf 136 (±1 250m²), Nkqubela, Robertson nie goedgekeur word nie aangesien die gedeelte grond geoormerk is vir behuising skema.

B 5406 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 – DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

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.

B 5407 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 – DIRECTORATE: STRATEGY AND SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

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.

B 5408 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 – DIRECTORATE: COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

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.

B 5409 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 – DIRECTORATE: ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

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.

B 5410 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 – DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER (9/2/1) (CHIEF FINANCIAL OFFICER)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

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.

B 5411 COCOS PLUMOSA SECTIONAL TITLE CLUSTER HOMES: APPLICATION TO INSTALL AN INTERCOM POLE ON MUNICIPAL LAND, ROBERTSON (7/2/3/1/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

1. That the application received from Mr CT du T Louw on behalf of Cocos Plumosa Sectional Title Cluster Homes for the installation of an intercom pole on a portion of the street reserve in front of erf 4307, Robertson be approved for a three year period subject to the following conditions:

Dat die aansoek ontvang vanaf Mnr CT du T Louw namens Cocos Plumosa Deeltitel Meenthuise vir die installering van 'n interkom paal op 'n gedeelte van die straat reserwe voor erf 4307, Robertson goedgekeur word vir 'n drie jaar periode onderhewig aan die volgende voorwaardes:

- 1.1 That the portion of street reserve be leased at a nominal rental of R360.00 per annum and that the rental be increased yearly with 10%.

Dat die gedeelte van die straat reserve verhuur word teen 'n nominale huur van R360.00 per jaar en dat die huur jaarliks eskaleer met 10%.

- 1.2 That the Lessee be responsible for the maintenance of the portion of land.

Dat die Huurder verantwoordelik is vir die instandhouding van die gedeelte grond.

- 1.3 That in the event where the equipment need to be removed for whatever reason, it be for the account of the applicant.

Dat in die geval die toerusting vir watter rede ookal verwyder moet word, dit vir die rekening van die applikant sal wees

B 5412 APPLICATION TO ALLOCATE RDP HOUSE: ERF 5116, 59 KAREE AVENUE, MONTAGU TO ANDRIES WEAVERS (17/5/8/4/2) (SENIOR HOUSING CLERK: MONTAGU)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

That the RDP house situated on erf 5116, 59 Karee Avenue, Montagu be allocated to Andries Weavers on the following conditions.

Dat die HOP Woning geleë te Kareelaan 59, Montagu op die volgende voorwaardes aan Andries Wavers toegeken word.

1. That the current housing subsidy of Andries Weavers and Sally Oktober be withdrawn at the Departement of Human Settlements and a new housing subsidy application be submitted to the Provincial Department of Human Settlements for consideration on behalf of Andries Weavers.

Dat die huidige subsidie van Andries Weavers en Sally Oktober onttrek word by die Provinsiale Departement van Menslike Nedersettings en 'n nuwe subsidie aansoek namens Andries Weavers aan Departement voorgelê word ter oorweging.

2. That once the new housing subsidy application as mentioned in point 1 is approve, a Deed of Sale be enter into between Andries Weavers and the Montagu Agricultural Union, whereafter registration of the property will take place into his name.

Dat nadat die nuwe behuisingsubsidie aansoek soos in punt 1 gemeld goedgekeur is, 'n Koopopreënkomst tussen Andries Weavers en Montagu Landbouvereniging onderteken word, waarna registrasie van die eiendom sal plaasvind in sy naam.

3. That Andries Weavers enters into a lease agreement with the Municipality until his subsidy application is approved by the Provincial Department of Human Settlements.

Dat Andries Weavers 'n huurkontrak sluit met die Munisipaliteit totdat sy subsidie aansoek goedgekeur is deur die Provinsiale Departement van Menslike Nedersettings.

B 5413 CHANGING / DE-REGISTRATION OF ERVEN 3921 AND 3922, ROBERTSON: 55 INFILL HOUSING PROJECT, ROBERTSON (17/5R) (SNR HOUSING ADMINISTRATOR)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

1. That a deed of sale for erf 3922, 30 Muller Street, Robertson be entered between Margaret Makie and Christina Makerman to de-registered the property into Christina Makerman's name.

Dat 'n koopkontrak vir erf 3922, Mullerstraat 30, Robertson tussen Margaret Makie en Christina Makerman gesluit word ten einde die eiendom in Christina Makerman se naam te de-registreer.

2. That a deed of sale for erf 3921, 32 Muller Street, Robertson be entered into between the Municipality and Margaret Makie to register the property into her name.

Dat 'n koopkontrak vir erf 3921, Muller Straat 32, Robertson tussen die Munisipaliteit en Margaret Makie gesluit word ten einde die eiendom in haar naam te registreer.

3. That the transfer cost for the registration of the properties mentioned in point 1 & 2 be recovered from the Title Restoration Project of the Department of Human Settlements.

Dat die oordragkoste vir die registrasie van die eiendomme in punt 1 en 2 gemeld verhaal word van die Titelakte Restorasie Projek van die Departement Menslike Nedersettings.

4. That the outstanding amount on erf 3922, Mullerstraat 30, Robertson be written off because Margaret Makie had no advantage of said erf.

Dat die uitstaande gelde op erf 3922, 30 Muller Street, Robertson afgeskryf word aangesien Margaret Makie geen voordeel gehad het van gemeld erf.

5. That the Municipality assist Margaret Makie to apply for an Individual housing subsidy from the Department of Human Settlement to construct a house on condition that she adheres to the subsidy criteria.

Dat die Munisipaliteit Margaret Makie assisteer om aansoek te doen vir 'n Individuele behuisingssubsidie by die Departement Menslike Nedersettings om 'n huis te bou op voorwaarde dat sy voldoen aan die subsidie kriteria.

B 5414 APPLICATION TO TRANSFER RDP HOUSE: ERF 1009, 17 VULINDLELA STREET, NKQUBELA, ROBERTSON FROM TUTU KLEINBOOI NDZALA TO SIPHENKOSI MANGALI (17/5/R) (SNR CLERK: HOUSING ADMINISTRATION, ROBERTSON).

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

It is therefore recommended that the RDP House situated on erf 1009, 17 Vulindlela Street, Nkqubela, Robertson be allocated to Siphengkosi Mangali with on the following conditions:

Dat die HOP woning gelee te erf 1009, Vulindlelastraat 17, Nkqubela, Robertson op die volgende voorwaardes toegeken word aan Siphengkosi Mangali:

1. That a housing subsidy application be submitted to the Provincial Housing Board for consideration on behalf of Siphengkosi Mangali.

Dat 'n behuisingssubsidie aansoek namens Siphengkosi Mangali aan die Provinsiale Behuisingsraad voorgele word ter oorweging.

2. That once the subsidy as mentioned in point 1 above, is approved, the property be transferred into her name.

Dat nadat die subsidie soos in punt 1 gemeld, goedgekeur is, die eiendom in haar naam getranspoteer word.

3. That Siphengkosi Mangali enter into a Lease Agreement with the Municipality until the housing subsidy has been approved after which a Deed of Sale will be entered into between herself and the Municipality.

Dat Siphengkosi Mangali 'n huurkontrak sluit met die Munisipaliteit totdat die behuisingssubsidie in haar naam goedgekeur is waarna 'n koopkontrak met haar gesluit word

B 5415 APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME, CONVENTIONAL HOUSE: ERF 1549, BONNIEVALE FROM ROSA WILLEMSE TO LIANNA VERONICA SNYMAN (17/5/6/1/1) (SENIOR HOUSING CLERK: BONNIEVALE)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the Municipal Rental Scheme, Conventional house situated on erf 1549, Bonnievale be allocated to Lianna Veronica Snyman on the following conditions.

Dat die Munisipale huurskema, Konvensionele woning geleë te erf 1549, Bonnievale op die volgende voorwaardes aan Lianna Veronica Snyman toegeken word.

1. That the Municipal Rental Scheme, Conventional House on erf 1549, Bonnievale be sold to Lianna Veronica Snyman for the amount of R13 191.75 in terms of the Enhanced Extended Discount Benefit Scheme (EEDBS).

Dat die Munisipale huurskema, Konvensionele woning geleë te erf 1549, Bonnievale vir die bedrag van R 13 191.75 in terme van die Verbeterde Uitgebreide Afslag Voordeleskema (EEDBS) aan Lianna Veronica Snyman vervreem word.

2. That Lianna Veronica Snyman enter into a lease agreement with the Municipality until her subsidy for discount benefit (EEDBS) is approved by the Department of Human Settlements, whereafter a deed of sale is entered into between herself and the Municipality.

Dat Lianna Veronica Snyman 'n huurkontrak sluit met die Munisipaliteit totdat haar subsidie vir die verbeterde uitgebreide afslag voordeleskema (EEDBS) deur die Departement van Menslike Nedersettings goedgekeur is waarna 'n koopvooreenkoms tussen haarself en die Munisipaliteit gesluit word.

B 5416 APPLICATION TO TRANSFER MUNICIPAL RENTAL HOUSE, ERF 2720 MONTAGU FROM GERALD BOOYSEN TO GERALDINE SKIPPERS (BOOYSEN) AND JOLAN SKIPPERS (17/5/6/4/2)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the municipal rental house situated on erf 2720, 33 Acasia Avenue be allocated to Geraldine and Jolan Skippers on the following conditions.

Dat die munisipale huurwoning geleë te erf 2720, Akasialaan 33, Montagu op die volgende voorwaardes aan Jolan Skippers oorgedra word.

1. That the municipal rental house on erf 2720 Montagu be sold to Geraldine and Jolan Skippers for the amount of R16 148.01 in terms of the Enhanced Extended Discount Benefit Scheme (EEDBS).

Dat die munisipale huurwoning geleë te erf 2720 Montagu vir die bedrag van R16 148.01 in terme van die Verbeterde Uitgebreide Afslag Voordeleskema (EEDBS) aan Geraldine en Jolan Skippers vervreem word.

2. That Geraldine and Jolan Skippers be responsible for the payment of the transfer costs in respect of the registration of the property into their names.

Dat Geraldine en Jolan Skippers aanspreeklik is vir die betaling van oordragkoste met betrekking tot die registrasie van die eiendom in hul name.

3. That Geraldine and Jolan Skippers enter into a lease agreement with the Municipality until their subsidy for discount benefit (EEDBS) approved by die Provincial Departement of Human Settlements, where after a deed

of sale will be entered into between themselves and the Municipality.

Dat Geraldine en Jolan Skippers 'n huurkontrak sluit met die Munisipaliteit totdat hul subsidie vir die Verbeterde Uitgebreide Afslag Voordele Skema (EEDBS) deur die Provinsiale Departement van Menslike Nedersettings goedgekeur is waarna 'n koopvooreenkoms tussen hulself en die Munisipaliteit gesluit word.

B 5417 APPLICATION TO TRANSFER RDP HOUSE: ERF 6255, ROBERTSON FROM DAMON AND SARAH ANTOONIE TO ANNA UITHALER (17/5/8/5/2) (SNR HOUSING CLERK : ROBERTSON)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the RDP house situated on erf 6255, Robertson be allocated to Anna Uithaler on the following conditions:

Dat die HOP woning geleë te erf 6255, Robertson op die volgende voorwaardes aan Anna Uithaler toegeken word.

1. That a housing subsidy application be submitted to the Provincial Department of Human Settlements for consideration on behalf of Anna Uithaler.

Dat 'n behuisingssubsidie aansoek namens Anna Uithaler aan die Provinsiale Departement van Menslike Nedersettings voorgelê word ter oorweging.

2. That once the subsidy as mentioned in point 1 is approved, a deed of sale be signed between Anna Uithaler and the Municipality whereafter registration of the property in her name will take place.

Dat nadat die behuisingssubsidie soos in punt 1 gemeld goedgekeur is, 'n koopkontrak deur Anna Uithaler onderteken word, waarna registrasie van die eiendom in haar naam sal plaasvind.

B 5418 APPLICATION TO PURCHASE A PORTION OF MUNICIPAL LAND (1 800m²) SITUATED ON PORTION 39 OF THE FARM LONG VALLEY NO.15 DASSIESHOEK, ROBERTSON (7/1/4/2/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)

This item served before the Executive Mayoral Committee on 24 July 2018
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2018
Eenparig Besluit / Unanimously Resolved

That the application received from Mr G Rabie to purchase a portion of municipal land (1 800m²) situated on a portion of the Farm Long Valley No.15, Robertson not be approved taking in consideration the comments from the Manager: Civil Engineering Services that the main supply water line from Kooskokdam runs over this piece of land and Manager: Town Planning that Portion 39 of Langevalley 15 Robertson falls within the proclaimed boundaries of the Dassieshoek Local Nature Reserve.

Dat die aansoek ontvang van Mnr G Rabie vir die koop van 'n gedeelte munisipale grond (1 800m²), Robertson nie goedgekeur word nie, in aggenome kommentaar ontvang van die Bestuurder: Siviele Ingenieurs dat die hoof toevoer water lyn van Kooskokdam oor die gedeelte grond stroom/ loop en Bestuurder: Stadsbeplanning dat 'n gedeelte van Langevalley 15, Robertson binne die geproklameerde grense van die Dassieshoek Plaaslike Natuur Reservaat val.

BB 706 REPORTING ON LITIGATION – JUNE & JULY 2018 (7/1/R + 7/2R)(DIRECTOR CORPORATE SERVICES)

This item served before the Executive Mayoral Committee on 24 July 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2018

Eenparig Besluit / Unanimously Resolved

That the contents of the report on litigation be noted.

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