



**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  
**30 OKTOBER 2018 om 10H00**  
in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson  
om oorweging te verleen aan die items op die aangehegte agenda.

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**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  
**30 OCTOBER 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

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

<b>JULY</b>	
<b>AUGUST</b>	
11	Cllr Mark van der Merwe
14	Mr Glenn Slingers
19	Mr Eugene Jooste
<b>SEPTEMBER</b>	
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 Mafilika
<b>OCTOBER</b>	
05	Cllr Eric MJ Scheffers
17	Cllr Pauline Hess
<b>NOVEMBER</b>	
02	Cllr Nicky Beginzel
09	Mr Chris Vorster
18	Cllr Jacques Kriel
27	Mr Soyisile A Mokweni
<b>DECEMBER</b>	
05	Mr Sabelo Ngongolo
09	Mr Johan Coetzee
10	Cllr Andile Shibili
26	Cllr Christopher J Grootboom

# AGENDA

~ 30 OCTOBER 2018 ~

1. Opening / *Opening*
2. Attendance / *Bywoning*
3. Applications for leave of Absence / *Aansoeke vir verlof tot afwesigheid*
4. Approval of Minutes / *Goedkeuring van Notule*
  - 4.1 Confirmation of the Minutes of an Ordinary Meeting of Council of the Langeberg Municipality held on 25 September 2018 at 10h00 in the Council Chambers, Municipal Offices, Church Street, Robertson. 05 - 14

Bekragting van die Notule van 'n Gewone Vergadering van die Raad van die Langeberg Munisipaliteit wat gehou was op 25 September 2018 om 10h00 in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson.
5. Statements & Announcements by the Speaker / *Verklarings & Mededelings deur die Speaker*
6. Interviews with Delegations / *Onderhoude met Afvaardigings*  
None / *Geen*
7. Statements & Announcements by the Mayor / *Verklarings & Mededelings deur die Burgemeester*
8. Urgent Matters & Reports, Statements & Announcements submitted by the Municipal Manager  
*Dringende Aangeleenthede & Verslae, Verklarings & Mededelings voorgelê deur die Munisipale Bestuurder*

- 8.1 Matters which must be handled in terms of Section 30(5) of the Local Government: Municipal Structures Act, 1998 (Act No 117 of 1998), as amended. Aforesaid stipulation reads as follows: (5) Before a municipal council takes a decision on any of the following matters it must first require its executive committee or executive mayor, if it has such a committee or mayor, to submit to it a report and recommendation on the matter: (1) any matter mentioned in Section 160(2) of the Constitution; (2) the approval of an integrated development plan for the municipality, and any amendment to that plan; and (3) the appointment and conditions of service of the municipal manager and a head of a department of the municipality. *Sake wat hanteer moet word in terme van Artikel 30(5) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet No 117 van 1998), soos gewysig. Voormelde bepaling lees as volg: (5) Alvorens 'n munisipale raad 'n besluit oor enige van die volgende aangeleenthede neem, moet hy eers sy uitvoerende komitee of uitvoerende burgemeester, indien hy so 'n komitee of burgemeester het, versoek om 'n verslag en aanbeveling oor die aangeleentheid aan hom voor te lê: (1) enige aangeleentheid genoem in Artikel 160(2) van die Grondwet; (2) die goedkeuring van 'n geïntegreerde ontwikkelingsplan vir die munisipaliteit, en enige wysigings van daardie plan; (3) die aanstelling en diensvoorwaardes van die munisipale bestuurder en 'n hoof van 'n departement van die munisipaliteit.*

8.2 Matters which must be handled in terms of Section 32(1) and (2) of the Local Government: Municipal Structures Act, 1998 (Act No 117 of 1998) as amended, and approved per Council Resolution A82 of 19 March 2001. / *Sake wat hanteer moet word in terme van die delegasies toegestaan ingevolge Artikel 32(1) en (2) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet No 117 van 1998), soos gewysig en aanvaar per Raadsbesluit A82 van 19 Maart 2001.*

8.3 Report on matters of concern by representatives at the Cape Winelands District Municipality. / *Rapportering aangaande sake van belang deur verteenwoordigers by die Kaapse Wynland Distrikmunisipaliteit.*

8.4 Other Matters / *Ander Sake*

9. Consideration of Notice of Motions / *Oorweging van Kennisgewing van Mosies*  
None / Geen
10. Consideration of Notice of Questions / *Oorweging van Kennisgewing van Vrae*  
None / Geen
11. Consideration of Urgent Motions / *Oorweging van Dringende Mosies*  
None / Geen
12. Consideration of Reports / *Oorweging van Verslae*

12.1	Reports submitted to Council for consideration (A Items) <i>Verslae voorgelê aan die Raad vir oorweging (A Items)</i>	15
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 &amp; BB-Items)</i>	69

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**MINUTES OF AN ORDINARY MEETING OF COUNCIL OF THE LANGEBOOM MUNICIPALITY**  
**HELD ON 25 SEPTEMBER 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 Pastor Ursula van Eck of The River Congregation in Robertson. She opened the meeting with a reading from Psalm 127:1 and an inspirational message.

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
Cllr Manganengene, HF .....	Councillor
Cllr Mbi, AS .....	Councillor
Cllr Nteta, BH .....	Councillor
Cllr Nyamana, WZ .....	Councillor
Cllr Shibili, AJ .....	Councillor
Cllr Van der Merwe, TM .....	Councillor
Mr Mokweni, SA .....	Municipal Manager
Mr Everson, AWJ .....	Director Corporate Services
Mr Brown, B .....	Chief Financial Officer
Ms Matthys, CO .....	Director Strategy & Social Development
Mr Van der Westhuizen, IAB .....	Director Engineering Services
Mr Mgajo, M .....	Director Community 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**

Cllr Swanepoel, LM .....	Councillor
Cllr Van Zyl, JDF .....	Councillor

The Speaker said that he has also received two letters for leave of absence due to illness from Cllr JJ Januarie, who will be undergoing medical procedures in the near future. Precise dates will be communicated as soon as it become available.

3.2 Absent without leave / Afwesig sonder verlof

None / Geen

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 22 Augustus 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 22 August 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 said that he won the golf match between himself and Cllr AS Mbi and that Cllr AJ Shibili was the champion of the day. He also announced that Cllr Mbi has resigned with effect from the end of the month and wished him all of the best with his future endeavours.

He wished the Mayor, Cllrs DB Janse, Du S Plessis and JS Mafilika and Mr IAB van der Westhuizen best wishes with their respective birthdays.

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 Rdl JDF van Zyl in sy afwesigheid sterkte toegewens met sy herstel na 'n groot hartomleidingsoperasie. Hy het ook die Langeberg golfkampioen gelukgewens met sy prestasie.

Ten opsigte van die huidige situasie van die plakkers by Robertson Heights, Droëheuwel en Môreson het Mnr Izak van der Westhuizen die verduideliking gegee van die tariewe van die dienste wat daar ingesit word en die plakkers het gesê dat dit nie vir hulle aanvaarbaar is nie. Hulle kan dit nie bekostig nie omdat hulle van staatstoelaes afhanklik is. Ander plakkers het ook kom terugvoer gee dat hulle nie die tariewe aanvaar nie, alhoewel hulle graag die dienste wil hê.

Die afgelope maand is titelaktes in McGregor oorhandig, wat baie goed ontvang is alhoewel daar ook 'n bietjie probleme ondervind is, wat uitgestryk kan word.

Hy wens Rdl Dassie Mbi baie sterkte toe met sy voorgenome planne.

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 (A3702) as part of the main agenda.

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

Geen / None.

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

10.1 QUESTIONS POSED BY CLLR S DU PLESSIS : ICOSA - (1) RAID BY THE HAWKS, (2) REPORT ON VISIT BY THE MAYOR & MUNICIPAL MANAGER OF RHEDEN, NETHERLANDS, (3) FORENSIC REPORT ON INVESTIGATION INTO IRREGULAR CONDUCT OF THE HOUSING DEPARTMENT (4) SUBMISSION OF AMENDED RULES OF ORDER

The Speaker said that two of the matters (REPORT ON VISIT BY THE MAYOR & MUNICIPAL MANAGER OF RHEDEN, NETHERLANDS and FORENSIC REPORT ON INVESTIGATION INTO IRREGULAR CONDUCT OF THE HOUSING DEPARTMENT) will be discussed in report-format during the meeting. The other two points were answered in the agenda document itself and these answers will not be debated. However, Cllr Du Plessis may ask follow-up questions about the answers provided.

Cllr Du Plessis said that he had no questions but made a statement:

*"Oor die besoek van die Valke het hy nie probeer snaaks wees nie en wil net sê dat die antwoord wat deur Administrasie verskaf word, is baie arrogant en bombasties. Die Valke se ondersoek was op Media24 op 30 Mei 2018, wat public knowledge is. Die antwoord dat ek moontlik privileged information het, is sinister en onaanvaarbaar.*

He had no further questions or statements.

11. Oorweging van Dringende Mosies / Consideration of Urgent Motions

Cllr BH Nteta said that he had an urgent motion about the fact that the Red Ants are coming to work in the Langeberg municipal area and that it is a matter of life and death. After some discussion, Cllr JJ Januarie requested a caucus, which was granted from 10h18 – 10h27

Upon return, Cllr Januarie reported that Cllr Nteta will handle this matter administratively.

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 3686 MONTHLY REPORTS FROM THE LOCAL TOURISM ASSOCIATIONS – JULY 2018 (12/2/3/3) MANAGER: SOCIAL DEVELOPMENT

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

That the report from the Local Tourism Associations for July 2018, be noted

A 3688 KEY PERFORMANCE INDICATORS TO BE INCLUDED / REMOVED - THE TOP LAYER SDBIP (2018 / 2019) (DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT)

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

That Council notes the added / removed and amended KPI's to the Top level SDBIP's for 2018 / 2019, as reflected in the report.

**A 3689 REQUEST TO TRANSFER OWNERSHIP OF A 500 kVA TRANSFORMER (TO AVALON SPRINGS, MONTAGU (16/2/R) (MANAGER ELECTRICAL SERVICES)**

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

1. That the ownership of the 500 kVA transformer (asset number MVSM42), installed at Montagu Avalon Springs premises, be transferred to Montagu Avalon Springs.
2. That Montagu Avalon Springs remove the transformer from the building at their own cost.

**A 3690 RESUBMISSION: ERECTION OF A COMMEMORATIVE SIGN IN MONTAGU - IN REMEMBRANCE OF THE VICTIMS OF THE FLU EPIDEMIC (*GROOT GRIEP*) OF 1918 / 1919 IN MONTAGU (12/2/3/3) (MANAGER: SOCIAL DEVELOPMENT)**

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

1. That the request from Mr F de Kock to erect a commemorative structure with a plaque in Bloem Street, Montagu, and to place a plaque on the crypt in the Old Montagu Cemetery, be supported and approved.
2. That the proposed wording on the plaques be approved and that it be in all three official languages.
3. That the commemorative structure and the plaques be funded from the 2018/2019 tourism budget.
4. That Council determines a date in November 2018 to unveil the plaque (date to be included on the plaque).

**A 3691 CHRISTMAS LIGHTS EVENT ~ 2018 (12/2/3/3) (MANAGER: SOCIAL DEVELOPMENT)**

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

1. That the 2018 Municipal Christmas Lights Event be supported.
2. That the 2018 Christmas Lights Event takes place in Bonnievale.
3. That an organizing committee be established consisting of the Portfolio Head: Strategy & Social Development, the Ward Councillor, Ward Committee members, the Manager: Social Development and the Tourism Clerk.
4. That in future the name of this standing report be changed, as Robertson is the only town with proper Christmas lights and the current wording is inaccurate.

**A 3692 RESUBMISSION: KNIPES HOPE VRUGTEVERPAKKERS BK: APPLICATION FOR PERMISSION TO USE A PORTION OF MUNICIPAL LAND ( $\pm 1207\text{M}^2$ ) SITUATED ON A PORTION OF ERF 1, MONTAGU (7/2/R) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)**

Clk S du Plessis said that he is not against the application but that he will always call for transparency. By this he means that when it is an other person from another community who lodges the same type of application, Council should deal with it in the same manner and also support it.

The Municipal Manager emphasized the principle that Administration treats all applications equally. The only difference is



the merits in a case. In this case the portion of land cannot be used viably by anyone else. Even if it goes out on tender, nobody will tender because they cannot use the land. If the portion of land was a viable piece of land that could have been developed by any / other interested parties, the recommendation would have been that it goes out on tender.

**Hierdie Item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018**  
**This Item served before an Ordinary Meeting of Council on 25 September 2018**  
**Eenparig Besluit / Unanimously Resolved**

1. That the application received from WM Bussel to purchase a portion of Remainder of Erf 1 ( $\pm 1207\text{m}^2$ ), be approved at a market-related price subject to the following conditions:

*Dat die aansoek ontvang vanaf WM Bussel om 'n gedeelte van Restant van Erf 1 ( $\pm 1207\text{m}^2$ ), te koop goedgekeur word teen 'n markverwante prys onderhewig is aan die volgende voorwaardes:*

- 1.1 That it be confirmed that the portion needed situated on a portion of Remainder of erf 1, Montagu 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 benodig geleë te 'n gedeelte van Restant van erf 1, Montagu 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 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.*
- 1.3 That the buyer be responsible for all Town Planning cost involved which may include rezoning, subdivision, consolidation, surveying, registration of servitudes, Environmental authorization and registration of the property in his/her name.  
  
*Dat die koper verantwoordelik sal wees vir alle Stadsbeplannings koste wat mag insluit hersonering, onderverdeling, konsolidasie, landmeter, registrasie van die servitude, Omgewings toestemming en registrasie van die eiendom in sy/haar naam.*
- 1.4 That the Manager: Engineering Services be contacted before the road is constructed to ensure that the road has no impact on the sewer line.  
  
*Dat die Bestuurder: Siviele Ingenieursdienste gekontak word voor die pad gebou word ten einde te verseker dat die nuwe pad geen invloed op die rioollyn het nie.*
- 1.5 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property.  
  
*Dat 'n servituut vir die munisipale dienste op die terrein ten gunste van die Munisipaliteit geregistreer word en dat die Munisipaliteit onbeperkte toegang tot die eiendom sal hê.*

**A 3693 APPLICATION FOR THE LEASE OR PURCHASE OF THE BUILDING SITUATED ON MUNICIPAL PROPERTY KNOWN AS "KAMPONG", MONTAGU (7/1/4/1/4; 7/1/4/2/4) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)**

A discussion took place about the time that lapsed since the offer to lease / purchase the building in October 2016 when the building was still in a good condition. The Director Corporate Service explained how the current deterioration came about and undertook to give a written answer about Cllr S du Plessis' question regarding the non-leasing of the building in October 2016, as he did not have those facts with him at the meeting.

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the municipal building known as "Kampong", Montagu 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 munisipale gebou bekend as "Kampong", Montagu nie benodig word vir die verskaffing van die minimum vlak van basiese dienste nie. (S14 van die MFMA, Wet 56 van 2003)*

2. That the applications for the lease or purchase for the municipal building known as "Kampong", Montagu not be approved.

*Dat die aansoeke vir die huur of koop van die munisipale gebou bekend as Kampong", Montagu nie goedgekeur word nie.*

3. That the intention of the Municipality to lease the property for a period of 9 years 11 months be advertised for comments.

*Dat die Munisipaliteit se intensie om die eiendom te verhuur vir 'n periode van 9 jaar 11 maande, geadverteer word vir kommentaar.*

4. 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 received, the property be leased "voetstoots" for a period of 9 years 11 months by way of public tender at a market related rental by inviting community proposals subject to the following conditions:

*Dat na die tydperk vir kommentare verstreek 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, die eiendom "voetstoots" verhuur vir 'n periode van 9 jaar 11 maande by wyse van 'n publieke tender teen 'n huur verhuur word deur gemeenskaps voorstelle aan te vra onderworpe aan die volgende voorwaardes:*

5. The rental amount will escalate annually with a percentage that will be determined by the yearly CPIX and the Lessee is responsible for the payment of the insurance of the building, which is calculated as a percentage of the municipal insurance portfolio.

*Die huurtarief sal jaarliks eskaleer met 'n persentasie wat bepaal word deur die VPI en dat die Huurder verantwoordelik is vir die betaling van die versekering van die gebou, wat bereken word as 'n persentasie van die munisipale versekeringsportefeulje.*

6. That the Lessee be responsible for maintenance, repairs, upgrading work to be done to the building.

*Dat die Huurder verantwoordelik sal wees vir instandhouding, herstelwerk en opgraderingswerk van die gebou.*

7. 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.*

8. 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.*

- A 3694 RISK MANAGEMENT COMMITTEE: APPROVAL OF RISK MANAGEMENT COMMITTEE CHARTER, RISK MANAGEMENT POLICY, RISK MANAGEMENT STRATEGY, RISK APPETITE FRAMEWORK AND FRAUD PREVENTION PLAN & STRATEGY – 2018 / 2019 (5/14/R) (CHIEF AUDIT EXECUTIVE)

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

That the reviewed Risk Management Committee Charter, Risk Management Policy, Risk Management Strategy, Risk Appetite Framework and the Fraud Prevention Plan & Strategy for 2018 2019 be approved by Council.

- A 3695 REQUEST - APPROVAL TO RE-ADVERTISE VACANCIES ON THE AUDIT & PERFORMANCE COMMITTEE - IN COMPLIANCE WITH SECTION 166(5) OF THE MFMA

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

That in respect of re-advertising the vacancies on the Audit & Performance Committee in compliance with section 166(5) of the MFMA, Council approves the re-advertisement of the vacancies for Audit and Performance Committee members as from 01 October 2018.

- A 3696 AUDIT & PERFORMANCE COMMITTEE – QUARTERLY REPORT OF THE AUDIT & PERFORMANCE COMMITTEE (5/14/R) (AUDIT & PERFORMANCE COMMITTEE CHAIRPERSON)

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

That Council takes note of the Quarterly report of the Audit & Performance Committee.

- A 3697 REPORT TO COUNCIL - LATE SUBMISSION OF ANNUAL FINANCIAL STATEMENTS (5/1/1 – 2018/2019) (CHIEF FINANCIAL OFFICER)

The CFO gave a short account of the events leading up the submission of the financial statements and the role that mSCOA and the Promun processes played. He said that plans are already in place for the submission of next year's statements as the Finance Department has learnt a lot in this round. He also mentioned that other financially sound municipalities experienced the same problems as Langeberg, and that four of those also use the Promun system.

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

1. That the Speaker investigates the correctness of the reasons for failure to submit the AFS on time, if the internal controls and capacitation of the Budget Office will be sufficient to rectify the matter and report back to Council as required by Section 133(c) of the MFMA.
2. That a copy of this item be sent to National Treasury and Provincial Treasury, the MEC for Local Government and the MEC for Finance as required by Section 133(b)(i) of the MFMA.

- A 3698 FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – AUGUST 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 25 September 2018  
This item served before an Ordinary Meeting of Council on 25 September 2018

**Eenparig Besluit / Unanimously Resolved**

That the content of the report be noted.

*Dat kennis geneem word van die inhoud van die verslag.*

A comfort break was given from 10:54 – 11:02

**A 3699 FORENSIC REPORT ON THE MC GREGOR HOUSING PROJECT (MUNICIPAL MANAGER)**

This report is in response to Paragraph 10. CONSIDERATION OF NOTICE OF QUESTIONS : QUESTIONS POSED BY CLLR S DU PLESSIS : (3) FORENSIC REPORT ON INVESTIGATION INTO IRREGULAR CONDUCT OF THE HOUSING DEPARTMENT.

A discussion took place about the fact that two officials are implicated in this report. Whilst one has since taken retirement, the other official is still working at the Municipality and to date no disciplinary steps have been taken against him. The Municipal Manager said that this is precisely the reason for this report, as he is requesting approval to proceed with a follow-up report on the outstanding investigation regarding the findings on Pg 104, Table 2 and Pg 108, Table 5 of the annexure to the report. He should be able to submit such a follow-up report in November 2018.

A discussion took place about the list of beneficiaries, the fact that farm workers are also South African citizens and therefore also entitled to be on the beneficiaries' list, irrespective of the 5% target.

**Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018**

**This item served before an Ordinary Meeting of Council on 25 September 2018**

**Eenparig Besluit / Unanimously Resolved**

1. That the contents of the report is noted.
2. That a follow-up report be submitted on the outstanding investigation regarding the findings in the report and finalization of the investigation.

**A 3700 TWINNING AGREEMENT BETWEEN LANGEBERG MUNICIPALITY AND GEMEENTE RHEDEN FROM 2012 TO 2016 (10/1/8) (MUNICIPAL MANAGER)**

This report is in response to Paragraph 10. CONSIDERATION OF NOTICE OF QUESTIONS : QUESTIONS POSED BY CLLR S DU PLESSIS : (2) REPORT ON VISIT BY THE MAYOR & MUNICIPAL MANAGER OF RHEDEN, NETHERLANDS. The Municipal Manager said that the agreement actually started in 2006 and it was funded by the Dutch Minister of Foreign Affairs. It was not a financial award partnership but rather a skills transfer partnership; a capacity building programme. The only cost incurred by the Municipality was in 2017 for airline tickets in the amount of R29 000.

**Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018**

**This item served before an Ordinary Meeting of Council on 25 September 2018**

**Eenparig Besluit / Unanimously Resolved**

That the contents of the report is noted.

**A 3701 PROPOSED COOPERATION AGREEMENT BETWEEN RHEDEN, RUBAVU DISTRICT AND LANGEBERG (MUNICIPAL MANAGER)**

The Municipal Manager said that this is purely a local government capacity building programme for officials. Council touched briefly on the aspect of Rwanda's political situation and the organisation *Human Rights Watch*.

**Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018**

**This item served before an Ordinary Meeting of Council on 25 September 2018**

**Eenparig Besluit / Unanimously Resolved**

1. That the Council approve the participation of Langeberg Municipality in the trilateral agreement;
2. That it be noted that all costs associated with this programme shall be for the account of the Minister of

3. That the Executive Mayor identify the Councillor in terms of his delegated power to go to Rwanda on 22 – 24 November 2018.
4. That the Accounting Officer identify the official in terms of his delegated power to go to Rwanda on 22 – 24 November 2018.

**A 3702    ERF 136, NKQUBELA, IRDP HOUSING PROJECT (172 UNITS) AND KANANA, NKQUBELA UISP (505 SERVICED SITES): COMPILATION OF PRIORITISED LIST OF BENEFICIARIES: (DIRECTOR COMMUNITY SERVICES)**

A correction was made that the IRDP Housing Project in Nkqubela consists of 172 units and not 178 units. The Director Community Services gave additional background to the report and a discussion ensued. Although the Municipality has an Integrated Housing Policy and beneficiaries may be allocated a house in any suburb, Cllr Mbi said it has been found that people tend to move back to their old neighbourhood where their family and friends are. Respect should be shown to where people want to live and they should not be forced to move to a new area.

**Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018**  
**This item served before an Ordinary Meeting of Council on 25 September 2018**  
**Eenparig Besluit / Unanimously Resolved**

1. That Council approves the prioritised list of identified beneficiaries for the IRDP Nkqubela housing project being, Erf 136 (172 units) and Kanana, UISP (505 serviced sites).
2. That Council approves the principle that the list be used to identify beneficiaries for the IRDP housing project (172 units) on portion 136 Nkqubela.
3. That Council approves that the same waiting list be applied for the identification of beneficiaries for the Kanana UISP (505 serviced sites). Preference be given to residents who were part of the original Court Case and those residing on the reservoir.
4. That all beneficiaries in both the aforementioned projects fulfil the subsidy criteria of the Department of Human Settlements.

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

None / Geen

12.3 Reports dealt with in terms of the delegated powers by the Mayoral Committee (B & BB Items)  
Verslae afgehandel deur die Burgemeesterskomitee in terme van gedelegeerde bevoegdhede (B & BB-items)

Hierdie items het gedien voor 'n Gewone Vergadering van die Raad op 25 September 2018  
These items served before an Ordinary Meeting of Council on 25 September 2018  
Eenparig Besluit / Unanimously Resolved

That Council notes the B and BB reports that were dealt with by the Executive Mayoral Committee in terms of the delegated powers.

*Dat die Raad kennis neem van die B en BB verslae wat deur die Uitvoerende Burgemeesterkomitee in terme van gedelegeerde bevoegdhede hanteer is.*

The meeting ended at 12h04

\_\_\_\_\_  
SPEAKER

\_\_\_\_\_  
DATE

## **A ITEMS**

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**MONTHLY REPORTS FROM THE LOCAL TOURISM ASSOCIATIONS – AUGUST 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 10<sup>th</sup> 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 August 2018, as received from the Local Tourism Associations, are attached to this report.

**Recommendation**

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

**NOTE:** The annexure was distributed as part of the agenda for the  
Strategy & Social Development Portfolio Committee meeting of 15 October 2018 (pg 07 )

This item did not serve before the Strategy & Social Development Portfolio Committee on 15 October 2018 as there was not a quorum present.

Hierdie item het nie by die Strategiese & Sosiale Ontwikkelings Portefeulje Komitee op 15 Oktober 2018 gedien nie, omdat daar nie 'n kworum teenwoordig was nie.

Besluit / Resolved

That the report be referred to the Executive Mayoral Committee Meeting of 23 October 2018 for consideration.

*Dat die verslag verwys word na die Uitvoerende Burgemeesterskomitee Vergadering van 23 Oktober 2018 vir oorweging.*

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Recommendation / Aanbeveling

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



CLOSING OF MUNICIPAL OFFICES: DECEMBER 2018 / JANUARY 2019 (4/7/1) (DIRECTOR CORPORATE SERVICES)

Purpose of report

To submit a report to Council for consideration regarding the possible closing of municipal offices from 24 December 2018 and re-opening on 07 January 2019.

Background

During December 2017 / January 2018 the municipal offices were closed and employees took holiday leave for the workdays falling within this period. The emergency, standby and refuse removal services were rendered as normal.

Comments

Over the years it has been proven that from the middle of December to the third week of January, there is basically very little activity of the public at municipal offices. During this period, and after a full year of work, most employees wish to take leave if the offices remain open.

If the offices are closed from 24 December 2018 and re-open on 07 January 2019, it will mean that the personnel will have a break of 16 days, and they will have to take 7 days holiday leave.

Recommendation / Aanbeveling

1. That approval be granted that the municipal offices may close from 24 December 2018 and re-open on 07 January 2019.

*Dat goedkeuring verleen word vir die sluiting van die munisipale kantore vanaf 24 Desember 2018 en heropen op 7 Januarie 2019.*

2. That normal standby, refuse removal and emergency services still be rendered during the period mentioned under point 1 above.

*Dat die normale bystand, vullisverwydering en nooddienste steeds gedurende die periode soos onder punt 1 hierbogemeld gelewer word.*

3. That proper notice of the closure of the Municipal offices be given to the public.

*Dat behoorlike kennis rondom die sluiting van die kantore aan die publiek gegee word.*

4. That in the event of some officials not wanting to take leave for the entire period mentioned above, they be allowed to return to work in the period 02 to 04 January 2019 on condition that there is official work for them to do during this period.

*Dat in die geval waar amptenare nie vir die volle periode soos bo genoem verlof wil neem nie, hulle toegelaat word om terug te keer werk toe van 02 tot 04 Januarie 2019 op voorwaarde dat daar amptelike werk vir hulle sal wees om gedurende dié tyd te doen.*

5. That the authority be delegated to the Municipal Manager to consider and approve any future closing of municipal offices.

This item did not serve before the Corporate Services Portfolio Committee on 15 October 2018 as there was not a quorum present.

Hierdie item het nie by die Korporatiewe Dienste Portefeulje Komitee op 15 Oktober 2018 gedien nie, omdat daar nie 'n kworum teenwoordig was nie.

Besluit / Resolved

That the report be referred to the Executive Mayoral Committee Meeting of 23 October 2018 for consideration.

*Dat die verslag verwys word na die Uitvoerende Burgemeesterskomitee Vergadering van 23 Oktober 2018 vir oorweging.*

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Recommendation / Aanbeveling

- 1 That approval be granted that the municipal offices may close from 24 December 2018 and re-open on 07 January 2019. (Offices will therefore close on 21 December 2018 at 12h00 and re-open on 07 January 2019 at 08h00).

*Dat goedkeuring verleen word vir die sluiting van die munisipale kantore vanaf 24 Desember 2018 en heropen op 07 Januarie 2019. (Kantore sal dus op 21 Desember 2018 om 12h00 sluit en op 07 Januarie 2019 om 08h00 heropen).*

2. That normal standby, refuse removal and emergency services still be rendered during the period mentioned under point 1 above.

*Dat die normale bystand, vullisverwydering en nooddienste steeds gedurende die periode soos onder punt 1 hierbogemeld gelewer word.*

3. That proper notice of the closure of the Municipal offices be given to the public.

*Dat behoorlike kennis rondom die sluiting van die kantore aan die publiek gegee word.*

4. That in the event of some officials not wanting to take leave for the entire period mentioned above, they be allowed to return to work in the period 02 to 04 January 2019 on condition that there is official work for them to do during this period.

*Dat in die geval waar amptenare nie vir die volle periode soos bo genoem verlof wil neem nie, hulle toegelaat word om terug te keer werk toe van 02 tot 04 Januarie 2019 op voorwaarde dat daar amptelike werk vir hulle sal wees om gedurende dié tyd te doen.*

5. That the authority be delegated to the Municipal Manager to consider and approve any future closing of municipal offices.



**PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD JULY- SEPTEMBER 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 July – September 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 July – September 2018.

A total of 106 jobs were created during this period.

**ASHTON RECYCLING LANDFILL PLANTS (EPWP)**

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Athi	Jantjies	F	900805 0312 08 5	10	02/07/2018	14/12/2018
2.	Beulah	Moses	F	940530 0284 08 2	9	02/07/2018	14/12/2018
3	Buyiswa	Dangazela	F	680819 0490 08 6	10	03/07/2018	14/12/2018
4.	Cornell	Beukman	M	851016 5176 08 2	9	02/07/2018	14/12/2018
5.	Daniel	Abrahams	M	770913 5131 08 3	9	02/07/2018	14/12/2018
6.	Darren	Cupido	M	910314 5287 08 5	9	02/07/2018	14/12/2018
7	Eunice	Khunana	F	690801 0444 08 9	10	02/07/2018	14/12/2018
8	Gert	Adonis	M	711009 5029 08 8	9	02/07/2018	14/12/2018
9	Johnny	Erasmus	M	630817 5034 08 2	9	02/07/2018	14/12/2018
10	Horatio	Sixishi	M	780212 5485 08 8	10	02/07/2018	14/12/2018
11	Kerneels	Vosloo	M	701216 5982 08 1	9	02/07/2018	14/12/2018
12	Khanyisa	Mani	F	880505 0808 08 2	10	02/07/2018	14/12/2018
13	Marco	Williams	M	950603 5243 08 5	9	02/07/2018	14/12/2018
14	Maria	Jordaan	F	761212 0028 08 4	9	02/07/2018	14/12/2018
15	Mluleki	Jantjies	M	781110 5462 08 2	10	02/07/2018	14/12/2018
16	Nico	Jaftha	M	650629 5233 08 4	9	02/07/2018	14/12/2018
17	Riaan	Abrahams	M	990705 6141 08 5	9	02/07/2018	14/12/2018
18	Sibusiso	Tshazwa	M	811212 6041 08 1	10	02/07/2018	14/12/2018
19	Thandolwethu	Zwedala	M	860721 5253 08 3	10	02/07/2018	14/12/2018
20	Vuyolwethu	Nogenga	M	890805 5595 08 2	10	02/07/2018	14/12/2018
21	Whilna	Manuel	F	870302 0078 08 6	9	04/07/2018	14/12/2018
22	Nico	Mngcoko	M	711224 5942 08 7	10	02/07/2018	14/12/2018
23	Anelisiwe	Landelo	F	920819 0978 08 0	10	02/07/2018	14/12/2018
24	Isak	Jeftha	M	690728 5105 08 6	10	02/07/2018	14/12/2018
25.	Malcolm	Simpson	M	950117 5160 08 2	9	14/08/2018	14/12/2018
26.	Devonice	Van Rooyen	F	980508 1351 08 5	10	02/08/2018	14/12/2018
27	Luzuko	Ndongeni	M	940603 5452 08 5	10	02/08/2018	14/12/2018



### SECURITY PROJECT (LINE DEPARTMENT)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Ralph	Afrika	M	660618 5761 08 5	2	01/07/2018	28/09/2018
2.	Jacobus	Marais	M	731111 5085 08 0	4	01/07/2018	28/09/2018
3.	Malusi	Mhlakaza	M	941018 6252 08 8	10	01/07/2018	28/09/2018
4.	Lwando	Sigutya	M	890913 6149 08 9	10	01/07/2018	28/09/2018
5.	Mncedisi	Mjadana	M	841122 5594 08 5	10	01/07/2018	28/09/2018
6.	Bekelwa	Betana	F	790513 0616 08 2	2	01/07/2018	28/09/2018
7.	Bolekwa	Nyalaba	F	881220 1471 08 3	2	01/07/2018	28/09/2018
8.	Buyelwa	Mpayipheli	F	700610 1186 08 8	10	01/07/2018	28/09/2018
9.	Lochner	Weyers	M	880911 5077 08 9	8	01/07/2018	28/09/2018
10.	Richard	Paul	M	641102 5556 08 8	4	01/07/2018	28/09/2018
11.	Lutho	Ngqongwa	M	840319 6029 08 4	2	01/07/2018	28/09/2018
12.	Tamsenga	Dangazela	M	780114 5268 08 6	10	01/07/2018	28/09/2018
13.	Paul	Titis	M	660808 6349 18 4	3	01/07/2018	28/09/2018
14.	Liayqat	Demas	M	841214 5228 08 5	3	01/07/2018	28/09/2018
15.	Patrick	Roos	M	860922 5109 08 1	6	01/07/2018	28/09/2018
16.	Johnny	Olkers	M	680408 5272 08 5	1	01/07/2018	28/09/2018
17.	Abongile	Sikelenge	M	920923 5465 08 3	10	01/07/2018	28/09/2018
18.	Gerald	Stuart	M	740806 5839 08 4	12	01/07/2018	28/09/2018
19.	Janoudine	Gertse	F	940509 0148 08 3	4	06/08/2018	28/09/2018

### CLEANING OF CEMETERIES AND RIVERBANKS (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Miliena	De Koker	F	801124 0096 08 0	12	02/07/2018	14/12/2018
2.	Roseline	Bitterbos	F	960817 0194 08 9	8	02/07/2018	14/12/2018
3.	Marco	Davids	M	910519 5300 08 0	4	12/07/2018	14/12/2018
4.	Keenan	Tamboer	M	930827 5269 08 0	4	12/07/2018	14/12/2018
5.	Bongiswa	Sibubulekana	F	850214 0398 08 9	5	02/07/2018	14/12/2018
6.	Marlon	Hull	M	790422 5138 08 6	5	05/07/2018	14/12/2018
7.	Willem	Wentzel	M	810723 5159 08 9	8	02/07/2018	14/12/2018
8.	Tutis	Matjan	M	600803 5194 08 0	12	02/07/2018	14/12/2018
9.	Clinton	Geduld	M	930419 5176 08 3	6	02/07/2018	14/12/2018
10.	Wilma	Africa	M	771221 0163 08 8	3	02/07/2018	14/12/2018
11.	Christel	Jacobs	F	830914 0262 08 7	6	02/07/2018	14/12/2018
12.	Shane	Abrahams	M	850928 5200 08 7	9	02/07/2018	14/12/2018
13.	Doris	Morris	F	660323 0786 08 4	10	02/07/2018	14/12/2018
14.	Vuyiswa	Memani	F	631024 0409 08 3	10	02/07/2018	14/12/2018
15.	Andries	Tukolou	M	640825 5908 08 8	9	02/07/2018	14/12/2018
16.	Lisa	Swart	F	940320 0051 08 1	1	31/07/2018	14/12/2018
17.	Jolene	Marthinus	F	900913 0147 08 7	7	02/08/2018	14/12/2018
18.	Brando	Pekeur	M	810912 5229 08 5	12	27/07/2018	14/12/2018
19.	Carlton	Braaf	M	920508 5248 08 2	9	23/07/2018	14/12/2018
20.	Rhyno	Abrahams	M	910313 5243 08 0	4	08/08/2018	14/12/2018
21.	Percival	Pieterse	M	900604 5337 08 4	3	14/08/2018	14/12/2018
22.	Mazwanzima	Mtikitiki	M	920715 6293 08 8	4	02/07/2018	03/07/2018 (Left)
23.	Mario	Johann	M	780716 5138 08 3	1	17/08/2018	14/12/2018
24.	Nigel	Conradie	M	780816 5181 08 1	4	30/08/2018	14/12/2018

### CLEANING OF GARDEN IN MUSEUM OFFICE (EPWP)



No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Johannes	Geduld	M	741013 5134 08 2	3	02/07/2018	14/12/2018
2.	Petra	Filander	F	940906 0369 08 3	12	02/07/2018	14/12/2018

#### IT ASSISTANCE INTERN (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Andie	Adams	M	850121 5241 08 3	5	02/07/2018	28/06/2019
2.	Riaan	Oerson	M	900302 5211 08 2	3	02/07/2018	28/06/2019

#### AUDIT ADMINISTRATION INTERN (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Prudence	Carolus	F	930211 0170 08 2	10	02/07/2018	28/06/2019

#### ROBERTSON COMPOST PLANTS (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Silvia	Samuel	F	800520 0632 08 2	2	02/07/2018	14/12/2018
2.	Thembinkosi	Manga	M	751110 5577 08 3	2	19/07/2018	14/12/2018
3.	Lizwi	Nyanginto	M	861013 5815 08 0	2	03/07/2018	14/12/2018
4.	Mzimakazi	Maseme	F	841217 0514 08 6	2	19/07/2018	14/12/2018
5.	Luyanda	Jafta	M	800716 6069 08 5	2	06/08/2018	14/12/2018

#### WAR ON LEAKS PROJECT (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Augustinus	Mouries	M	741004 5154 08 9	3	30/07/2018	31/10/2018
2.	David	May	M	580324 5931 08 6	3	30/07/2018	31/10/2018
3.	Debrah-Lynn	Keffers	F	960705 0129 08 2	6	30/07/2018	31/10/2018
4.	Lydia	Malingwa	F	880827 0300 08 8	2	30/07/2018	31/10/2018
5.	Michael	Solomon	M	501101 5623 08 7	1	30/07/2018	31/10/2018
6.	Monwabisi	May	F	801006 6103 08 7	2	30/07/2018	31/10/2018
7.	Nicole	Frazenberg	F	950320 0128 08 4	1	30/07/2018	31/10/2018
8.	Philmon	Joseph	M	661029 5232 08 6	3	30/07/2018	31/10/2018
9.	William	Pietersen	M	700830 5703 08 0	3	30/07/2018	31/10/2018
10.	Xolile	Mzola	M	761226 5330 08 9	2	30/07/2018	31/10/2018
11.	Marius	Julies	M	740830 5209 08 0	1	30/07/2018	31/10/2018
12.	George	Lephaila	M	600625 5957 08 7	2	30/07/2018	31/10/2018
13.	Charlene	Jafta	F	850223 0096 08 0	1	03/09/2018	30/06/2019

#### EARLY CHILDHOOD PROJECT (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Teshle	De Koker	F	610217 0191 08 2	9	03/09/2018	28/06/2019

#### GENERAL MAINTENANCE ON THE IRRIGATION PLANTS (EPWP)

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1.	Elrize	Adendorff	F	921128 0068 08 5	3	13/09/2018	28/02/2019
2.	Mornê	Gouws	M	910930 5168 08 0	3	07/09/2018	28/02/2019
3.	Mina	Wiskut	F	781111 0831 08 1	5	10/09/2018	28/02/2019
4.	Jacques	Fortuin	M	790204 5099 08 2	5	03/09/2018	28/02/2019
5.	Nolubabalo	Wecu	F	860723 0903 08 4	5	03/09/2018	28/02/2019
6.	Juandre	Wentzel	M	910517 5140 08 4	6	03/09/2018	28/02/2019
7.	Gashwin	Viviers	M	861216 6469 08 4	2	03/09/2018	28/02/2019
8.	Ursula	Plaatjies	M	621205 0248 08 2	1	03/09/2018	28/02/2019

**DAM SAFETY INSPECTION OF THE KOOS KOK DAM IN ROBERTSON (LINE DEPARTMENT)**

No.	Name	Surname	Gender	Identity number	Ward	Start date	End date
1	Innocent	Kongisa	M	860113 5359 08 8	5	03/09/2018	30/11/2018
2	Samuel	Joseph	M	940122 5081 08 3	5	03/09/2018	30/11/2018
3	Jovic	Everson	M	931009 5167 08 0	5	06/09/2018	30/11/2018
4.	Denzel	Mcewan	M	851004 5141 08 2	5	13/09/2018	30/11/2018

**GRAND TOTAL: 106 BENEFICIARIES**

**Recommendation / Aanbeveling**

That Council notes the contents of the progress report on job opportunities for the period July- September 2018.

This item did not serve before the Strategy & Social Development Portfolio Committee on 15 October 2018 as there was not a quorum present.

Hierdie item het nie by die Strategiese & Sosiale Ontwikkelings Portefeulje Komitee op 15 Oktober 2018 gedien nie, omdat daar nie 'n kworum teenwoordig was nie.

Besluit / Resolved

That the report be referred to the Executive Mayoral Committee Meeting of 23 October 2018 for consideration.

*Dat die verslag verwys word na die Uitvoerende Burgemeesterskomitee Vergadering van 23 Oktober 2018 vir oorweging.*

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Recommendation / Aanbeveling

That Council notes the contents of the progress report on job opportunities for the period July- September 2018.



**APPLICATIONS FOR WATER & SANITATION INFRASTRUCTURE GRANT (WSIG) - BULK SERVICES AT BOEKENHOUTSKLOOF HOUSING PROJECT BONNIEVALE & MANDELA SQUARE HOUSING PROJECT MONTAGU (5/15/2/3/5) (MANAGER CIVIL ENGINEERING SERVICES)**

**Purpose of report**

To obtain approval from Council to apply for Water & Sanitation Infrastructure Grant (WSIG) funding for various capital projects.

**Background**

The following email was received from Mr Simphiwe Mashicila, Director Infrastructure Development and Maintenance of the Department of Water and Sanitation, inviting municipalities to apply for WSIG funding for projects:

*The following points must be adhered to when submitting the WSIG Business plans*

- *Project must be on the WSA's WDSP and the project description must be clear*
- *Business plans must have clear milestones*
- *Indicate if the project is ready to be implemented (indicate if the consultant or contractor has been appointed)*
- *Projects must have clearly focused objectives and impacts*
- *WSIG Business plans must be signed by Technical Director, CFO and MM*

*Please do not hesitate to contact Mr Malibongwe Andre Songelwa or Mr Mashicila for any other related enquires.*

The following projects fit the requirements and it is therefore proposed that applications for WSIG be submitted for these projects:

1. Bulk Services Boekenhoutskloof Housing Project, Bonnievale.
2. Bulk Services Mandela Square Housing Project, Montagu.

**RECOMMENDATION**

That applications for WSIG funding be approved by Council for the following capital projects:

1. Bulk Services Boekenhoutskloof Housing Project, Bonnievale.
2. Bulk Services Mandela Square Housing Project, Montagu.

**This item did not serve before the Engineering Services Portfolio Committee on 15 October 2018 as there was not a quorum present.**

**Hierdie item het nie by die Ingenieursdienste Portefeulje Komitee op 15 Oktober 2018 gedien nie, omdat daar nie 'n kworum teenwoordig was nie.**

**Besluit / Resolved**

That the report be referred to the Executive Mayoral Committee Meeting of 23 October 2018 for consideration.

*Dat die verslag verwys word na die Uitvoerende Burgemeesterskomitee Vergadering van 23 Oktober 2018 vir oorweging.*

**This item served before the Executive Mayoral Committee on 23 October 2018**

**Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018**

**Recommendation / Aanbeveling**

That applications for WSIG funding be approved by Council for the following capital projects:

1. Bulk Services Boekenhoutskloof Housing Project, Bonnievale.
2. Bulk Services Mandela Square Housing Project, Montagu.

**QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: JULY TO SEPTEMBER 2018 (9/2/19), LED MANAGER**

**Purpose of Submission:**

To submit a quarterly progress report on the LED Department to Council for the period July - September 2018.

**Background**

This report seeks to report the progress of the LED Department for the period July to September 2018.

**1. ENTERPRISE DEVELOPMENT PROGRAMME:**

**1.1. Co-Operatives and Small Businesses**

Collaboration between SEDA, DSBD and Langeberg continue during the 2018/19 financial year to strengthen local entrepreneurs by enabling them to acquire skills and capacities required to make them deliver quality services.

± 30 Walk-in businesses registered on the database from July - to August as SEDA clients, and put on incubation programme with SEDA & DSBD (ongoing basis).

New dates for SEDA engagements have been identified for July – December 2018.

Dates and Venues are as follows for July – December 2018:

31 July, 21 August, 18 September, 09 October, 06 November, 18 December – MAG Centre, Montagu  
27 July, 07 August, 25 September, 23 October, 20 November, 18 December – Happy Valley Side Hall, B/vale  
31 July, 07 August, 05 September, 11 October, 27 November, 04 December – Community Hall, McGregor  
27 July, 14 August, 11 September, 30 October, 13 November, 11 December – Town Hall, Ashton  
27 July, 28 August, 04 September, 16 October, 27 November, 04 December – Old Council Chambers, R/Son

11 CIPC company online registrations were done by Christopher Abrahams (SEDA) from July till September 2018.

**1.2 IMEDP Funding**

Smme's applied for IMEDP Funding to Department Small Business Development during 2017. The handling of allocating of funding (equipment) were handed over to the Small Enterprise Development Agency (SEDA).

Notice was received on 30 September from SEDA that the equipment will be handed over to the first selected smme's. The first handover will be to catering companies, after which the other applicants will receive their equipment later on.

**1.3 Informal Traders**

The outlay plan of the Informal Trading area in McGregor was approved .by Director Engineering. The proposal to go to Council.

Erf 1529 was identified in Ashbury, Montagu to allocate for possible Informal Trading. Procedures are being followed to get it allocated and approved for trading.

**2. MEETINGS**

**2.1 Meeting with McGregor forum**

On 16 July 2018, a meeting was held with McGregor residents to assist with registering and information on businesses and also information on Informal trading area in McGregor. Nine people attended this meeting.



## **2.2 Regional LED Forum meeting**

The regional LED Forum meeting was held in Stellenbosch at the District Municipality, 20 July 2018. All the municipalities were invited to attend this meeting and also to give a presentation. This forum meeting with the municipalities started at 10H00 with welcoming by Mr. R Van Wyk and then also the Way forward and closure was done by Mr. R Van Wyk.

## **2.3 LED Strategy briefing meeting (CWDM)**

An LED Strategy discussion meeting took place on the 26<sup>th</sup> of September at the Cape Winelands District Municipality offices in Worcester. The meeting was attended by Witzenberg and Langeberg Municipality.

Cape Winelands did a presentation on the compilation of their LED Strategy and the alignment of the Witzenberg and Langeberg Municipality strategies with theirs. There will be constant discussions, and collaboration as the compiling of the different Strategies progress.

## **3 EXPANDED PUBLIC WORKS PROGRAMME**

- Update 16 projects for July – September monthly progresses 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 & 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
- Compiling of Ignite reports for job creations progress on (EPWP reporting system) July – September.
- Closed 10 projects of 2017-18 on EPWP system
- Updating the progress report of Job creations for July.
- Site visit, on the 16 July, Cleaning of Cemeteries and Riverbank and Robertson Compost plants.
- Send the quarterly and annual report to Provincial offices.
- Attend and assist with EPWP Induction with Provincial official, for 64 participants
- Attended the report back EPWP District Forum Meeting in Worcester held on 14 August 2018. The purpose of this meeting was to report back on the performance of the Langeberg Municipality through EPWP programmes and what the Langeberg Municipality achieved in the 2017/18 Financial year.
- Site visit for 3 project (security project, Supply & delivery of material equipment, seal of road and Kanana services civil) on the 11 September for Infrastructure sector
- On 21 September, site visit of Environmental sector (Recycling project and War on leaks project)
- Attend EPWP Labour Intensive orientation workshop on 04 September 2018(in Worcester Nekkie's).
- Approve business licence (1 Montagu)

#### 4 ARTS AND CULTURE PROGRAMME

Attached are the reports of RAD Foundation (Mrs. Helen Gooderson), and Dancescape S.A (Mr. Mitya Sargeant), Mother tongue Project (Synnov Skorge), and McGregor Arts Community Project (Jennifer Johnson).

#### 5 DCAS DRAMA FESTIVAL

The Department of Cultural Affairs and Sport (DCAS) in collaboration with Langeberg Municipality hosted a Drama festival on 25 August 2018 at the Robertson Town Hall. The Langeberg Municipality distributed the Posters in all the towns. All registered groups were contacted by Department of Cultural Affairs and Sport and took part in this event.

Drama groups from the Langeberg area performed. 4 Drama groups went through to the finals, and will be performing at the Zabalaza Festival at the Baxter Theatre in Cape Town during March 2019. The drama groups will be developed on an ongoing basis by the Mother tongue Project.

#### 6 CONSULTATIONS

21 Consultations were done for the month of July to September 2018.

#### Recommendation / Aanbeveling

That Council notes the contents of the report.

**NOTE:** The annexure was distributed as part of the agenda for the Strategy & Social Development Portfolio Committee meeting of 15 October 2018 (pg 59 )

This item did not serve before the Strategy & Social Development Portfolio Committee on 15 October 2018 as there was not a quorum present.

Hierdie item het nie by die Strategiese & Sosiale Ontwikkelings Portefeulje Komitee op 15 Oktober 2018 gedien nie, omdat daar nie 'n kworum teenwoordig was nie.

#### Besluit / Resolved

That the report be referred to the Executive Mayoral Committee Meeting of 23 October 2018 for consideration.

*Dat die verslag verwys word na die Uitvoerende Burgemeesterskomitee Vergadering van 23 Oktober 2018 vir oorweging.*

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

#### Recommendation / Aanbeveling

That Council notes the contents of the report.

**MONTHLY REPORTS FROM THE LOCAL TOURISM ASSOCIATIONS – SEPTEMBER 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 10<sup>th</sup> 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 September 2018, as received from the Local Tourism Associations, are attached to this report.

**Recommendation**

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

**NOTE:** The annexure was distributed as part of the agenda for the  
Strategy & Social Development Portfolio Committee meeting of 15 October 2018 (pg 119 )

**This item did not serve before the Strategy & Social Development Portfolio Committee on 15 October 2018 as there was not a quorum present.**

**Hierdie item het nie by die Strategiese & Sosiale Ontwikkelings Portefeulje Komitee op 15 Oktober 2018 gedien nie, omdat daar nie 'n kworum teenwoordig was nie.**

**Besluit / Resolved**

That the report be referred to the Executive Mayoral Committee Meeting of 23 October 2018 for consideration.

*Dat die verslag verwys word na die Uitvoerende Burgemeesterskomitee Vergadering van 23 Oktober 2018 vir oorweging.*

**This item served before the Executive Mayoral Committee on 23 October 2018**

**Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018**

**Recommendation / Aanbeveling**

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

RESUBMISSION: APPLICATION TO LEASE A PORTION OF MUNICIPAL LAND ADJACENT TO ERF 499, NKQUBELA, ROBERTSON (7/2/3/1/5) (MANAGER: ADMINISTRATIVE SUPPORT)

Purpose of report

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

Background

The following letter was received from Mr AS Mbi:

*"I hereby request the abovementioned subject and reasons thereof are listed below.*

- 1. The above mentioned erf is adjacent to erf 499 which is rezoning as a business plots which is going to be operated as a descent entertainment place and on consumption liquor outlet.*
- 2. The adjacent plot has been used as a dumping site and also used by backyard dwellers as a toilet spot to relieve themselves as their landlords are not allowing them to use their toilets.*
- 3. The grass and trees planted on the plot has been victim of vandalism and theft by kids as well as adults who don't like to see beauty.*
- 4. Further I have committed myself to beautify the plot and grass since I have future plans now to open and entertainment area, please see attached pics.*

*I am willing to lease or buy the affected piece of land which I have cordoned off and built a wall. I am not acquainted with the size thereof but it up to next to the grass that's planted next to the graveside.*

*I have been irrigating the grass and trees looking after the plot and keeping vandals away since drought.*

*Hope to hear from your office."*

Comments

A location map is attached to this report.

Further comments: Mr AS Mbi

As per telephonic conversation on 09 July 2018, Mr AS Mbi indicated that he preferably wishes to lease the portion of municipal land adjacent to erf 499, Nkqubela, Robertson.

*The Directors and relevant Managers were requested to comment not later than 20 July 2018. The following comments were received:*

Comments: Manager: Electrical Engineering Services

The Electrical Department has no objection to the application.

Comments: Assistant Manager: Parks

From the Parks and Amenities department we oppose this application, as cemetery space is a critical shortage in the Langeberg Municipality and this space might be required for the Nkqubela Cemetery at a later stage.



Comments: Director: Strategy & Social Development

No objection to the lease of the land, the cemetery will never be extended next to houses.

Comments: Chief Financial Officer

Immovable property can be leased out, under the following conditions:

- The asset must not be used to provide a minimum basic service.
- Market related rates should be used except when the public interest or the plight of the poor demands otherwise through a process which fair, competitive and transparent.
- All fees, charges, rates, tariffs, scales of fees or other charges relating to the letting of immovable property must be annually reviewed

Comments: Assistant Manager on behalf of Manager: Civil Engineering Services

No civil services will be affected by the application and therefore the Civil Engineering department do not have objections.

Comments: Manager: Town Planning

The portion as indicated is part of the road reserve and was intended to give access to the cemetery on erf 136. As it provides the only formal access way to the cemetery, the application cannot be supported.

It is recommended that the municipality rather upgrade the surface of this portion to formalise the roadway, which may also prevent the unwanted activities mentioned by the applicant.

Comments: Cllr Shibili

This application is supported.

Comments: Manager: Administrative Support

Taking the comments of the Manager: Town Planning into consideration, is the application not supported.

Recommendation/ Aanbeveling

That the application received from Mr AS Mbi for the lease of a portion of municipal land adjacent to erf 499, Nkqubela, Robertson not be approved taking into consideration the comments received from the Manager: Town Planning that the portion as indicated is part of the road reserve and was intended to give access to the cemetery on erf 136, as it provides the only formal access way to the cemetery.

This item served before the Corporate Services Portfolio Committee on 03 September 2018

Hierdie item het gedien by die Korporatiewe Dienste Portefeulje Komitee op 03 September 2018

Aanbeveling / Recommendation

That the report be referred back to the Corporate Services Portfolio Committee and that a site visit be organized for the Committee, accompanied by the Manager Town Planning, Mr Kobus Brand and the Assistant Manager Parks, Mrs Michelle Hucklesby to acquaint themselves with the road reserve and access to the cemetery where after the report be resubmitted for consideration.

Comments: Manager: Administrative Support

A site meeting was scheduled for Monday, 10 September 2018 at 10:00. The site meeting was attended by Cllr N Beginsel, Cllr A Shibili, Mr A Everson, K Brand, Mrs Kotzé and Mrs M Hucklesby. Cllr van Zyl send an apology as he was hospitalized. During the site meeting Mr Brand indicated that he will forward new comments but Mrs Hucklesby indicated that the comments she previously submitted, is still relevant.

After the application was discussed, Mr Mbi indicated that his application is now to purchase the portion of land as well as a portion of remainder of erf 136, Nkqubela where his building also exceeds the boundary.

### Additional Comments: Manager: Town Planning

The application is supported in principle, subject to the following;

1. It is recommended that a  $\pm 106\text{m}^2$  portion of land to the North of erf 499, which is a proclaimed road, be sold to the owner of erf 499.
2. It is recommended that a  $\pm 184\text{m}^2$  portion of land to the south west of erf 499, which is zoned undetermined and forms part of the remainder erf 136, be sold to the owner of erf 499 provided this portion is not required by the Director: Community Services to expand the cemetery (basically the vacant land between the fence and erven 499 – 494). It is also noted that only 2 erven (499 / 498) are developed whilst erven 497-494 which are also adjacent to the cemetery is vacant.
3. The selling of the two portions to the owner of erf 499 will be subject to the prescribed Land Development Application to the Langeberg Land Use By-Law which will include closure of a portion of Mamombo Street, subdivision, consolidation and rezoning, and which will be for the account of the owner.
4. No additional land use rights will vest with the transfer of the said portion.
5. The application will also be subjected to the submission, payment and approval of building plans for the illegal structures (boundary walls) after completion of the above processes including registration.

### Further Comments: Manager: Administrative Support

Clause 45 of the Administration of Immoveable Property Policy determines 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 notices have been served on all adjoining property owners; and
- (2) The selling price/rental shall be at a fair market value, provided that the Municipality shall determine the rental of land for garden purposes.

Taking the aforementioned as well as the new comments of the Manager: Town Planning into consideration, it is recommended that a portion land ( $\pm 106\text{m}^2$ ) north of erf 499, Nkqubela, which is a proclaimed road and a portion of land ( $\pm 184\text{m}^2$ ) to the south west of erf 499, Nkqubela be alienated to Mr Mbi subject to the conditions applicable.

### Recommendation/ Aanbeveling

1. That it be confirmed that a portion of land ( $\pm 106\text{m}^2$ ) north of erf 499, Nkqubela, which is a proclaimed road and a portion of land ( $\pm 184\text{m}^2$ ) to the south west of erf 499, Nkqubela 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 grond ( $\pm 106\text{m}^2$ ) noord van erf 499, Nkqubela wat 'n geproklameerde padreserwe is en 'n gedeelte van grond ( $\pm 184\text{m}^2$ ) aan die suid-weste kant van erf 499, Nkqubela 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 AS Mbi to purchase a portion of land ( $\pm 106\text{m}^2$ ) north of erf 499, Nkqubela, which is a proclaimed road and a portion of land ( $\pm 184\text{m}^2$ ) to the south west of erf 499, Nkqubela be approved at a market related price subject the following conditions:

*Dat die aansoek ontvang vanaf Mnr AS Mbi om 'n grond ( $\pm 106\text{m}^2$ ) noord van erf 499, Nkqubela wat 'n geproklameerde padreserwe is en 'n gedeelte van grond ( $\pm 184\text{m}^2$ ) aan die suid-weste kant van erf 499, Nkqubela te koop, goedgekeur word word onderhewig aan die volgende voorwaardes:*

2.1 That written notices be served on all adjoining property owners.

*Dat skriftelike kennisgewings bedien word aan alle aanliggende eienaars.*

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

*Dat die verkoopprijs bereken word baseer word op 'n billike markwaardasie sertifikaat.*

2.3 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% betaalbaar is met ondertekening van die Koop-ooreenkoms en dat die restant betaalbaar is met registrasie van die eiendom.*

2.4 That the purchaser be responsible for all connection fees for Municipal services rendered to the property.

*Dat die Koper verantwoordelik sal wees vir alle aansluitingsfooe vir Munisipale dienste gelewer aan die eiendom.*

2.5 The alienation of a portion of land ( $\pm 106\text{m}^2$ ) north of erf 499, Nkqubela, which is a proclaimed road and a portion of land ( $\pm 184\text{m}^2$ ) to the south west of erf 499, Nkqubela be subject to the prescribed Land Development Application to the Langeberg Land Use By Law which will include closure of a portion of Mamombo Street, consolidation and rezoning.

*Dat die vervreemding van 'n gedeelte grond ( $\pm 106\text{m}^2$ ) noord van erf 499, Nkqubela wat 'n geproklameerde padreserwe is en 'n gedeelte van grond ( $\pm 184\text{m}^2$ ) aan die suid-weste kant van erf 499, Nkqubela onderhewig sal wees aan die voorgeskrewe "Land Development Application to the Langeberg Land Use By Law" wat insluit die sluiting van 'n gedeelte van Mamombostraat, konsolidasie en hersonering.*

2.6 That the purchaser be responsible for all costs regarding the alienation.

*Dat die Koper verantwoordelik sal wees vir alle koste met betrekking tot die vervreemding.*

2.7 That no additional land use rights will vest with the transfer of the said portion of land.

*Dat geen addisionele grondgebruik regte met die oordrag van die gedeelte grond geskied nie.*

2.8 That the approval to purchase a portion of land ( $\pm 106\text{m}^2$ ) north of erf 499, Nkqubela, which is a proclaimed road and a portion of land ( $\pm 184\text{m}^2$ ) to the south west of erf 499, Nkqubela be subjected to the submission, payment and approval of building plans for the illegal structure (Boundary wall) after completion of the above processes.

*Dat die goedkeuring om 'n gedeelte grond ( $\pm 106\text{m}^2$ ) noord van erf 499, Nkqubela wat 'n geproklameerde padreserwe is en 'n gedeelte van grond ( $\pm 184\text{m}^2$ ) aan die suid-weste kant van erf 499, Nkqubela te koop onderhewig sal wees aan die indiening, betaling en goedkeuring van bouplanne vir die onwettige struktuur (grensmuur) na voltooiing van voormelde prosesse.*

2.9 That the purchase deal be finalized within a period of 8 months after signing the Deed of Sale, failing which the offer will expire irrevocably.

*Dat die kooptransaksie binne 'n periode van 8 maande vanaf datum van ondertekening van die Koop-ooreenkoms afgehandel word, by versuim waarvan die aanbod onherroeplik verval.*

**NOTE:** The annexure was distributed as part of the agenda for the  
Corporate Services Portfolio Committee meeting of 15 October 2018 (pg 24 )

This item did not serve before the Corporate Services Portfolio Committee on 15 October 2018 as there was not a quorum present.

Hierdie item het nie by die Korporatiewe Dienste Portefeulje Komitee op 15 Oktober 2018 gedien nie, omdat daar nie 'n kworum teenwoordig was nie.

Bestuit / Resolved

That the report be referred to the Executive Mayoral Committee Meeting of 23 October 2018 for consideration.

*Dat die verslag verwys word na die Uitvoerende Burgemeesterskomitee Vergadering van 23 Oktober 2018 vir oorweging.*

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Recommendation / Aanbeveling

1. That it be confirmed that a portion of land ( $\pm 106\text{m}^2$ ) north of erf 499, Nkqubela, which is a proclaimed road and a portion of land ( $\pm 184\text{m}^2$ ) to the south west of erf 499, Nkqubela 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 grond ( $\pm 106\text{m}^2$ ) noord van erf 499, Nkqubela wat 'n geproklameerde padreserwe is en 'n gedeelte van grond ( $\pm 184\text{m}^2$ ) aan die suid-weste kant van erf 499, Nkqubela 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 AS Mbi to purchase a portion of land ( $\pm 106\text{m}^2$ ) north of erf 499, Nkqubela, which is a proclaimed road and a portion of land ( $\pm 184\text{m}^2$ ) to the south west of erf 499, Nkqubela be approved at a market related price subject the following conditions:

*Dat die aansoek ontvang vanaf Mnr AS Mbi om 'n grond ( $\pm 106\text{m}^2$ ) noord van erf 499, Nkqubela wat 'n geproklameerde padreserwe is en 'n gedeelte van grond ( $\pm 184\text{m}^2$ ) aan die suid-weste kant van erf 499, Nkqubela te koop, goedgekeur word word onderhewig aan die volgende voorwaardes:*

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

*Dat skriftelike kennisgewings bedien word aan alle aanliggende eienaars.*

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

*Dat die verkoopprys bereken word baseer word op 'n billike markwaardasie sertifikaat.*

- 2.3 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% betaalbaar is met ondertekening van die Koop-ooreenkoms en dat die restant betaalbaar is met registrasie van die eiendom.*

- 2.4 That the purchaser 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 eiendom.*

- 2.5 The alienation of a portion of land ( $\pm 106\text{m}^2$ ) north of erf 499, Nkqubela, which is a proclaimed road and a portion of land ( $\pm 184\text{m}^2$ ) to the south west of erf 499, Nkqubela be subject to the prescribed Land Development Application to the Langeberg Land Use By Law which will include closure of a portion of Mamombo Street, consolidation and rezoning.



*Dat die vervreemding van 'n gedeelte grond ( $\pm 106\text{m}^2$ ) noord van erf 499, Nkqubela wat 'n geproklameerde padreserwe is en 'n gedeelte van grond ( $\pm 184\text{m}^2$ ) aan die suid-weste kant van erf 499, Nkqubela onderhewig sal wees aan die voorgeskrewe "Land Development Application ito the Langeberg Land Use By Law" wat insluit die sluiting van 'n gedeelte van Mamombostraat, konsolidasie en hersonering.*

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

*Dat die Koper verantwoordelik sal wees vir alle koste met betrekking tot die vervreemding.*

- 2.7 That no additional land use rights will vest with the transfer of the said portion of land.

*Dat geen addisionele grondgebruik regte met die oordrag van die gedeelte grond geskied nie.*

- 2.8 That the approval to purchase a portion of land ( $\pm 106\text{m}^2$ ) north of erf 499, Nkqubela, which is a proclaimed road and a portion of land ( $\pm 184\text{m}^2$ ) to the south west of erf 499, Nkqubela be subjected to the submission, payment and approval of building plans for the illegal structure (Boundary wall) after completion of the above processes.

*Dat die goedkeuring om 'n gedeelte grond ( $\pm 106\text{m}^2$ ) noord van erf 499, Nkqubela wat 'n geproklameerde padreserwe is en 'n gedeelte van grond ( $\pm 184\text{m}^2$ ) aan die suid-weste kant van erf 499, Nkqubela te koop onderhewig sal wees aan die indiening, betaling en goedkeuring van bouplanne vir die onwettige struktuur (grensmuur) na voltooiing van voormelde prosesse.*

- 2.9 That the purchase deal be finalized within a period of 8 months after signing the Deed of Sale, failing which the offer will expire irrevocably.

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

**QUARTERLY REPORT : BREËRIVIER WYNLAND LANDELIKE ONTWIKKELINGS VERENIGING : 01 JULY 2018 TO 30 SEPTEMBER 2018 (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 01 July 2018 to 30 September 2018, to Council for consideration.

**Background**

The Breërivier Wynland Landelike Ontwikkelings Vereniging was established in 2002 to address the needs of the farming communities. It 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 the Deputy Executive Mayor, Councillor G Joubert and the Manager Social Development, Mr. D van Schalkwyk.

**Comments**

The quarterly report for the period 01 July 2018 to 30 September 2018 as received from the Chairperson, Mr. J Fourie, is attached to this report.

**Recommendations / Aanbevelings**

That the quarterly report of the Breërivier Wynland Landelike Ontwikkelings Vereniging for the period 01 July 2018 to 30 September 2018, be accepted.

**NOTE:** The annexure was distributed as part of the agenda for the Strategy & Social Development Portfolio Committee meeting of 15 October 2018 (pg 175 )

This item did not serve before the Strategy & Social Development Portfolio Committee on 15 October 2018 as there was not a quorum present.

Hierdie item het nie by die Strategiese & Sosiale Ontwikkelings Portefeulie Komitee op 15 Oktober 2018 gedien nie, omdat daar nie 'n kworum teenwoordig was nie.

Besluit / Resolved

That the report be referred to the Executive Mayoral Committee Meeting of 23 October 2018 for consideration.

*Dat die verslag verwys word na die Uitvoerende Burgemeesterskomitee Vergadering van 23 Oktober 2018 vir oorweging.*

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Recommendation / Aanbeveling

That the quarterly report of the Breërivier Wynland Landelike Ontwikkelings Vereniging for the period 01 July 2018 to 30 September 2018, be accepted.

A 3711

FINANCIAL REPORTING IN TERMS OF SECTION 71 FOR THE MONTHLY BUDGET STATEMENT & SECTION 52 (D) FOR THE QUARTERLY BUDGET ASSESSMENT STATEMENT - SEPTEMBER 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, and as part of the agenda for the Finance Services Portfolio Committee meeting of 19 October 2018 (pages 06 - 187)

Aanbeveling / Recommendation

That the content of the report be noted.

*Dat kennis geneem word van die inhoud van die verslag.*

This item served before the Finance Portfolio Committee on 19 October 2018

Hierdie item het gedien voor die Finansies Portefeulje Komitee op 19 Oktober 2018

Recommendation / Aanbeveling

That the content of the report be noted.

*Dat kennis geneem word van die inhoud van die verslag.*

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Recommendation / Aanbeveling

That the content of the report be noted.

*Dat kennis geneem word van die inhoud van die verslag.*

**REQUEST TO EXTEND THE TERM OF OFFICE FOR MEMBERS OF THE LANGEBERG MUNICIPAL PLANNING TRIBUNAL (MANAGER TOWN PLANNING)**

**Purpose of report**

To submit a report requesting Council to extend the term of office for members of the Langeberg Municipal Planning Tribunal from three years to six (6) years.

**Background**

In terms of section 72(11) (c) of the Langeberg Municipal Planning By-Law 2015, notice was given in the Provincial Gazette (29/4/2016) that the municipal council of the Langeberg appointed the following persons and designated the following officials to serve as members of the Municipal Tribunal, established in terms of section 71 and said By-law:

<b>PERSONS APPOINTED I.T.O. SECTION 71(1)(B) WHO ARE NOT OFFICIALS</b>	<b>OFFICIALS DESIGNATED AS AUTHORIZED OFFICIALS I.T.O. SECTION 71(1)(A)</b>
Pieters, Carisa (Breede Valley Municipality) Balie, Quinton (Cape Winelands District Municipality) Benjamin, Jeremy (DEADP) Janser, Helene (DEADP) Taljaard, Hendrik (Witzenberg Municipality)	Van der Westhuizen, Isak (Chairperson) Brand, Jacobus Johnson, Maynard

Council also determined that the term of office of the above tribunal members is three years and will commence operation on the publication of said notice. On 8 December 2015 Mr. Maynard Johnson was appointed as Deputy chairperson.

All members indicated in writing their willingness to serve a further term.

**Comments**

**In terms of Spatial Planning and Land Use Management Act, (section 73.1) 5 August 2013:** A member of Tribunal contemplated in section 70 a) is appointed for five years or a shorter period as the Municipal may determine; and b) may be appointed for further terms, subject to section 37(1) of the Spatial Planning and Land Use Management Act.

**In terms of Langeberg Municipality: Land Use Planning By-Law, (section 37.1) 30 July 2015:** The term of office of members of a Municipal Planning Tribunal is five years or such shorter period as the Municipal Council may determine, provided that a member may not serve as a member for a continuous period of ten years.

The existing term of office expires on 29/04/2019 and it is recommended that the further three-year term will end on 29/04/2022.

**Recommendation**

1. That the following persons, upon the respective approval of their decision makers, Carisa Pieters (Breede Valley Municipality), Quinton Balie (Cape Winelands District Municipality), Jeremy Benjamin (DEADP), Helene Janser (DEADP) and Hendrik Taljaard (Witzenberg Municipality), be appointed to serve for a further 3-year term from 29 April 2019 to 29 April 2022.
2. That Messrs. Isak van der Westhuizen, Jacobus Brand and Maynard Johnson, be appointed to serve a further 3-year term.
3. That Mr. Isak van der Westhuizen be appointed for a further 3-year term as chairperson of the Langeberg Municipal Planning Tribunal.
4. That Mr. Maynard Johnson be appointed for a further 3-year term as deputy chairperson of the Langeberg Municipal Planning Tribunal.

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Recommendation / Aanbeveling

1. That the following persons, upon the respective approval of their decision makers, Carişa Pieters (Breede Valley Municipality), Quinton Balie (Cape Winelands District Municipality), Jeremy Benjamin (DEADP), Helene Janser (DEADP) and Hendrik Taljaard (Witzenberg Municipality), be appointed to serve for a further 3-year term from :  
29 April 2019 to 29 April 2022.
2. That Messrs. Isak van der Westhuizen, Jacobus Brand and Maynard Johnson, be appointed to serve a further 3-year term.
3. That Mr. Isak van der Westhuizen be appointed for a further 3-year term as chairperson of the Langeberg Municipal Planning Tribunal.
4. That Mr. Maynard Johnson be appointed for a further 3-year term as deputy chairperson of the Langeberg Municipal Planning Tribunal.

**REMUNERATION OF THE AUDIT & PERFORMANCE COMMITTEE MEMBERS OF LANGEBERG MUNICIPALITY  
– 2018 2019 (5/14/R) (CHIEF AUDIT EXECUTIVE)**

**Purpose of report**

To submit to Council for approval the remuneration payable to the Audit & Performance Committee members of Langeberg Municipality.

**Background**

The Minister of Finance, in terms of Treasury regulation 20.2.2, granted approval to amend the maximum remuneration payable per day to non-official members of Commissions and Committees of Inquiry by 5,5 % with effect from 1 April 2018.

A report was drafted and submitted for approval to the Municipal Manager to adjust the remuneration of the Audit & Performance Committee members to be in line with the requirements of Treasury regulation 20.2.2. In this regard, please refer to **the attached report** – REMUNERATION OF THE AUDIT & PERFORMANCE COMMITTEE MEMBERS 2018 - 19 FINANCIAL YEAR.

**Recommendation**

1. That the contents of the report, REMUNERATION OF THE AUDIT AND PERFORMANCE COMMITTEE MEMBERS 2018 - 19 FINANCIAL YEAR, be approved by Council.
2. That the adjusted remuneration of the Audit & Performance Committee members as per the report, REMUNERATION OF THE AUDIT AND PERFORMANCE COMMITTEE MEMBERS 2018 - 19 FINANCIAL YEAR, be effective from 01 November 2018

10 October 2018

Mr SA Mokweni  
Municipal Manager

Sir,

**REMUNERATION OF THE AUDIT AND PERFORMANCE COMMITTEE MEMBERS 2018-19 FINANCIAL YEAR**

The Minister of Finance, in terms of Treasury regulation 20.2.2, granted approval to amend the maximum remuneration payable per day to non-official members of Commissions and Committees of Inquiry by 5,5 per cent with effect from 1 April 2018 as follows:

	COMMISSION OF INQUIRY		COMMITTEE OF INQUIRY	
	Per day	Per hour	Per day	Per hour
Chairperson	R5 230	R654	R4 317	R540
Member	R3 688	R486	R2 619	R327

Presently Langeberg Municipality remunerates the members of its Audit and Performance Committee as follows:

Chairperson R4 252 per day  
Member R2 555 per day

It is suggested that the remuneration payable to the committee members be adjusted as follows with effect from 1 September 2018.

**Chairperson:** R4 317.00 per meeting per day

**Member:** R2 619.00 per meeting per day

**Travelling time:** R220.00 per hour (applicable to members travelling more than an hour to attend meetings.

**Fuel Cost:** Maximum of R2 500 per member per year, budgeted for a total of 6 meetings in a year.

The budgeted cost of the Audit and Performance Committee for Langeberg Municipality for a financial year will be in the order of R150 946.00 which is arrived at as follows:

**A Remuneration per meeting (6 meetings per year)**

Chairperson:	R4 317.00 per meeting	x	6	=	R25 902.00
Members (4):	R2 619.00 per meeting	x	4 member's x 6 meetings =		R62 856.00



B Travelling

4 hours per meeting x R220.00 per hour x 6 meetings x 5 members = R26 400

C Fuel Cost

Maximum for 1-member x 6 meetings = R2 500.00. For 5 members, Therefore = R12 500.00.

Summary costs for Audit and Performance Committee

	A	R 88 758.00
	B	R 26 400.00
	C	R 12 500.00
Total Cost	=	R127 658.00

Risk Management Committee Meetings (4 meetings):

A) Remuneration per meeting (4 Meetings)

Chairperson R4 317 per meeting x 4 = R17 268

B) Risk Management Committee Travelling Costs

4 Hours per meeting x R220 per hour x 4 meetings = R3 520

C) Fuel Costs

1 Member x 4 meetings x R2500 maximum per year = R2 500

Total Cost = R23 288

Total Cost: Audit and Performance Committee Meetings

= R127 658

Risk Management Committee Meetings

= R 23 288

Overall Total Cost

R150 946.00

  
M SHUDE  
CHIEF AUDIT EXECUTIVE

10/Oct/2018

APPROVED ☒

NOT APPROVED ☐

  
S.A. MOKWENI  
MUNICIPAL MANAGER





**NATIONAL TREASURY  
REPUBLIC OF SOUTH AFRICA**

Private Bag X115, Pretoria, 0001 Tel: +27 12 315 5111, Fax: +27 12 315 5234

Enquiries: JC Kruger Ref: FP20-6/6/2/24/1/001 Tel: 012 315 5219 Fax: 012 315 5330 E-mail: Chris.Kruger@treasury.gov.za

TO ALL –

ACCOUNTING OFFICERS OF CONSTITUTIONAL INSTITUTIONS, AND NATIONAL  
AND PROVINCIAL DEPARTMENTS, HEADS OF PROVINCIAL TREASURIES AND  
ACCOUNTING AUTHORITIES OF PUBLIC ENTITIES

**2018 REMUNERATION OF NON-OFFICIAL MEMBERS: COMMISSIONS & COMMITTEES  
OF INQUIRY, AND AUDIT COMMITTEES**

1. The Minister of Finance, in terms of Treasury Regulation 20.2.2, granted approval to amend the **maximum remuneration payable per day** to non-official members of *Commissions and Committees of Inquiry* by 5,5 per cent with effect from 1 April 2018 as follows:

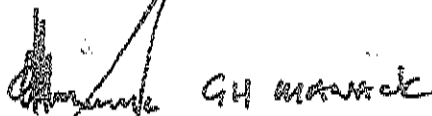
	COMMISSION OF INQUIRY		COMMITTEE OF INQUIRY	
	Per day	Per hour	Per day	Per hour
Chairperson	R5 230	R654	R4 317	R540
Member	R3 888	R486	R2 619	R327

2. With reference to Treasury Regulation 3.1.6, the remuneration applicable to ***Committees of Inquiry*** is applicable to members of **Audit Committees** appointed from outside the public service.
3. The indicated rates are sitting fees and exclusive of payments in respect of preparation, research and travelling (to and from meeting venues) time.
4. Current VAT law requires non-executive directors (NEDs) of companies to register for and charge VAT in respect of any director's fees earned for services rendered as a non-executive director. **Kindly note that the above rates are VAT inclusive.**  
The value of the fees must, however, exceed the compulsory VAT registration threshold of R1 million in any 12-month consecutive period but NEDs can voluntarily register for VAT as well. <sup>1</sup>
5. *Employees of National, Provincial and Local Government or Institutions, Agencies and Entities of Government serving on Commissions or Committees of Inquiry or audit committees are not entitled to additional remuneration.*

<sup>1</sup> Further details on the remuneration of Non-executive Directors is available on <http://www.sars.gov.za/Media/MediaReleases/Pages/14-February-2017-Non-Executive-Directors-of-Companies-must-register-for-VAT.aspx>.

- 2 -

6. Any additional expenditure that could arise by implementing this approval must be defrayed from institutions'/departments'/public entities' existing budget allocations.'



GOOLAM MANACK  
(CHIEF DIRECTOR: PUBLIC ENTITIES GOVERNANCE UNIT)  
for DIRECTOR-GENERAL: NATIONAL TREASURY  
DATE 26/9/2018

22/16 C-1-C-5 of the 8 Aud Com 2015022del

**EXPENDITURE OF THE 2018 / 2019 BUDGET MEASURED BY THE TOP LEVEL SDBIP - THE FIRST QUARTER (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)**

**Purpose of report**

To submit a report to Council regarding the expenditure on the 2018/ 2019 budget for the first 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.

**Comments:**

The relevant documentation was provided separately via email on 19 October 2018.

**Recommendation/ Aanbeveling**

That Council notes the contents of the report

*Dat die Raad kennis neem van die inhoud van die verslag.*

**This item served before the Municipal Public Accounts Committee (MPAC) on 15 October 2018**  
**Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien 15 Oktober 2018**  
**Recommendation / Aanbeveling**

That Council notes the contents of the report

*Dat die Raad kennis neem van die inhoud van die verslag.*

**This item served before the Executive Mayoral Committee on 23 October 2018**  
**Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018**  
**Recommendation / Aanbeveling**

That Council notes the contents of the report

*Dat die Raad kennis neem van die inhoud van die verslag.*

## INVESTIGATION BY THE SPEAKER: LATE SUBMISSION OF THE ANNUAL FINANCIAL STATEMENTS

### Background

At the council meeting of 25 September 2018 the following was resolved:

1. That the Speaker investigates the correctness of the reasons for failure to submit the Annual Financial Statements (AFS) on time, if the internal controls and capacitation of the Budget Office will be sufficient to rectify the matter and report back to Council as required by Section 133(c) of the MFMA.

### Legal Context

Section 133 of the MFMA states:

- (1) If the accounting officer of a municipality or municipal entity fails to submit financial statements to the Auditor-General in accordance with section 126(1) or (2), or if the mayor fails to table the annual report of the municipality or a municipal entity in the council in accordance with section 127(2) –
  - (a) the mayor must promptly table in the council a written explanation setting out the reasons for the failure;
  - (b) the Auditor-General, in the case of any failure to submit financial statements for auditing, must promptly-
    - (i) inform the speaker of the council, the National Treasury and the MEC for local government and the MEC for finance in the province of such failure; and
    - (ii) issue a special report on the failure to the relevant provincial legislature; and
  - (c) the municipal council—
    - (i) **must request the speaker or any other councillor to investigate the reasons for the failure and report to the council;**
    - (ii) must take appropriate steps to ensure that the financial statements are submitted to the Auditor-General or that the annual report, including the financial statements and the audit report on those statements, is tabled in the council, as the case may be; and
    - (iii) may order that disciplinary steps be taken against the accounting officer or other person responsible for the failure;
  - (d) the provincial executive may intervene in the municipality in terms of section 139 of the Constitution;
  - (e) the National Treasury may take appropriate steps against the municipality in terms of section 5(2)(e); and
  - (f) the provincial treasury may take appropriate steps against the municipality in terms of section 5(4)(d).

(2) The Auditor-General must submit to Parliament and the provincial legislatures—

- (a) by no later than 31 October of each year, the names of any municipalities or municipal entities which have failed to submit their financial statements to the Auditor-General in terms of section 126; and
- (b) at quarterly intervals thereafter, the names of any municipalities or municipal entities whose financial statements are still outstanding at the end of each interval.

### Discussion

A meeting was scheduled and took place on the 6<sup>th</sup> of October 2018 at the office of Mr Brown who is the Chief Financial Officer (CFO), people present at the meeting was myself, councillor Scheffers and the CFO.

During the meeting the CFO explained the background in terms of the municipal Standard Chart of Accounts (mSCOA) and the contributing factors which lead to the AFS only submitted on the 7<sup>th</sup> of September 2018. Below are the findings:

1. The investigation revealed that the reasons for the late submission was correct as provided by the CFO in report A3697 as compiled by the CFO that served before council on 25 September 2018.

Below is the extract from report **A3697**:

Langeberg Municipality could not comply with this legislative requirement despite all efforts by the Finance Department. We had a set of AFS that could have been submitted but we could not trust the reliability of the figures after the mSCOA alignments and journals. The major cause for the non-submission is the time consuming processes associated with mSCOA.

The net result was that we could not trust the figures in our AFS and required more time to check the AFS. The decision for not submitting was primarily risk management for rather taking a non-compliance than submitting a set of AFS with possible material misstatements that do not reflect fair presentation and could influence the decisions of the users.

There is currently no system in the country that is fully mSCOA compliant. In the case of Langeberg, we are using the Promun system which requires a lot of human intervention in that the excel spread sheets must first be manipulated and then uploaded during the year. In other words, the documents that were uploaded during the year were not mSCOA compliant but manipulated by the system vendor to make them appear mSCOA compliant.

The constant updating of versions throughout the preparation and implementation period has contributed to the delays in finalizing the AFS. All of this added to the risk of possible misalignments of assets, liabilities, expenditure and revenue line items on the *Statement of Financial Position* and *Statement of Financial Performance*. The nature of the transactions determines the correct classifications. When the journals were processed with a view to correct the misalignments there was not enough time left to check and verify the figures, hence as a risk management measure we did not submit the AFS.

The reasons for late submission are a collective of many aspects that built up to the submission date, but one major cause is the implementation of mSCOA (the *Municipal Standard Chart of Accounts*) which was legislated in terms of regulations with an effective date of 1 July 2017. The effect of this is that the comparative figures for 1 July 2016 until 30 June 2017 must also be available in terms of GRAP. In some instances, it causes that mSCOA have highlighted incorrect treatment of certain aspects. mSCOA also provide guidance in the form of a generic classification framework with guidance on certain issues via position papers dealing with the most important challenges or changes.

It must not be viewed that Langeberg Municipality indicates that the implementation of mSCOA for the country is a bad idea but rather wants to highlight the challenges and the implications of it on financial systems. mSCOA posed major challenges on the internal capacity of Langeberg Municipality, but also on the service providers. It must be remembered that up to now the AFS of Langeberg Municipality was compiled in-house and Langeberg Municipality is proud of its track record in this regard.

The challenges with which Langeberg Municipality struggled the most were related to:

1. Time consuming processes related to mSCOA.
2. The integration of the capital asset register.
3. Update of bulk journals to correct mSCOA alignments.
4. The system triplicated journal amounts that would have caused material misstatements on the AFS
5. Trial Balance only completed in July 2018.
6. System regularly going out of balance.
7. Extract of trial balance into AFS taking  $\pm$  30 minutes and slowing down the system.

Other challenges relate to the expansion of the chart from below 10 000 accounts to over 90 000 causing all extracts in the form of reporting to be very slow and time consuming. The submissions and the budget modelling also caused big challenges which are still not addressed. Another result of the expanded chart is that the excel templates for the preparation of the AFS had become just too large for excel.

The mSCOA ledger and the old ledger went out of balance on numerous occasions. It was a legislative requirement to transact on the new mSCOA ledger as from 1 July 2017. During the year many system errors were identified and communicated to the system vendor. Throughout the year, various engagements between the service providers and the Municipality occurred where the problems were identified, and solutions were provided by the Municipality for the service provider to develop.

All of the above was time consuming and affected the operations of the budget office and the revenue section. It took time to identify the problems as and when it occurs, it even takes more time to resolve the issues and again more time to monitor the effect of the changes made by the service provider. These changes were almost never right the first time. It happened on numerous occasions that once the service provider rolled out an update the old challenges already resolved, reappeared.

Notwithstanding that it was impossible to meet the legislative deadline, the officials were hopeful all the time and have done more than what was expected under normal circumstances. Without isolating any one incident as the result, the biggest challenge was the fact that the system triplicated the batch journals for the mSCOA alignments. These problems could have been resolved if the team had more time. The problem was isolated at 23:15 on Friday, 31 August 2018. It left the team with too little time to fix, amend the disclosers and to review the AFS again and the set at that stage was not compliant with Section 122 of the MFMA which states:

**"Every municipality and every municipal entity must for each financial year prepare annual financial statements which-**

- (a) fairly presents the state of affairs of the municipality or entity, its performance against its budget, its management of revenue, expenditure, assets and liabilities, its business activities, its financial results, and its financial position as at the end of the financial year; and
- (b) disclose the information required in terms of sections 123, 124 and 125....(3)....annual financial statements must be prepared in accordance with generally recognised accounting practice prescribed in terms of section 91 (1) (b) of the Public Finance Management Act."

Langeberg Municipality do stand the chance of losing its clean audit status for 2017/2018. The audit has been postponed, with it the audit opinion, management reports and the annual report.

#### **OTHER COMPOUNDING FACTS/ REASONS FOR NON-COMPLIANCE WITH SECTION 126**

1. We are not aware of a financial system in the country that is appropriately mSCOA enabled allowing municipalities to be compliant with the mSCOA Regulations insofar reporting and management information are concerned. In the case of Langeberg, we are using the Promun system which requires a lot of human intervention in that the excel spread sheets must first be manipulated and then uploaded to the system. In other words, the documents that were uploaded during the better part of the year met the mSCOA validation requirements but the reports are not generated from the system without manual intervention.

2. The constant updating of program versions on the financial system throughout the preparation and implementation period has contributed to the delays in finalising the Financial Statements. All of this added to the risk of possible misalignments of assets, liabilities, expenditure and revenue line items on the Statement of Financial Position and Statement of Financial Performance. The nature of the transactions determines the correct classifications;
3. The testing of the asset module/program which must integrate seamlessly took more than a year to develop with further delays and challenges experienced during testing which complicated the passing of journals, further impacting the time required for effective and quality management oversight responsibility;
4. The old general ledger had to be "mapped" from scratch as the nature of the expense had to be correctly linked to an mSCOA item according to the mSCOA description;
5. The majority of line-items changed from General expenses to Contracted services or other materials which made comparability of the figures very complex and time consuming. (Take-on balances and transactions had to be re-classified);
6. One of the key requirements and characteristics of a credible set of AFS as per GRAP 1: Presentation of Financial Statements is "Consistency of Presentation". Langeberg Municipality appropriately unbundled the opening balances of 30 June 2017. The prior year comparatives were restated (reclassified) to be aligned to MSCOA. Sufficient controls have also been put in place in order to ensure that transactions for the year ended 30 June 2018 have been processed in the correct MSCOA items. However, once the final figures for 30 June 2018 have been imported into the AFS where aggregated figures are presented, some figures appeared to no longer be comparable to those of 30 June 2017 which resulted in additional delays. The fact that the prior year 's figures were not comparable to the current year, is and was an unforeseen consequence of the implementation of mSCOA;
7. The overarching reason and crux are that the previous year figures had to be re-classified and in this regard mSCOA only required municipalities to re-state the opening balances (take-on balances) which Langeberg Municipality adhered to. Apart from the mapping and coding provided in the new chart of accounts, National Treasury never provided any guidance on the impact that the re-classification required by mSCOA, would have on previous year revenue, expenditure and more importantly, the movement within a specific AFS note. This proved to be very challenging and time consuming to unbundle the figures in such a way that it was comparable to the year under review's mSCOA balance sheet movement accounts;

Management accordingly from a risk point of view, decided to rather not submit AFS that did not comply with accounting framework given the technical system challenges experienced of which management did not possess the necessary expert knowledge to beforehand determine the credibility of the various functionalities within Promun, in order to ensure accuracy of the various accounting entries and note disclosures prior to the deadline of 31 August 2018.

The later submitting of our AFS after the deadline does not and cannot mean that the AFS then presented is not credible or accurate as Section 126 only deals with the deadline for submission. We had a set of AFS that could have been submitted, but we could not trust the figures after several journals were processed. The primary cause for the non-submission is directly attributed to the time consuming processes associated with the mSCOA alignment in order for the comparative years to make sense in line with GRAP 1, compounded by challenges experienced in aligning the mSCOA ledger to the old ledger which did not reconcile although the old ledger (pre-mSCOA environment) was accurate and credible.

The net result was that we could not trust the figures in our AFS and required more time to quality check the AFS to manage the associated risks resulting from program errors. At this point and juncture management would like to stress and conclude with the following:

- with the inception of the MFMA reforms some 15 years ago considerable effort went in to refining and streamlining management processes and controls in the financial system;
- with the implementation of mSCOA some 12 months ago, management has consistently pointed out that those controls and refinements in the pre-mSCOA Financial System needs re-engineering in order for reasonable assurance to be possible compared to the past.

All municipalities have been negatively affected by mSCOA and the failure by National Treasury to provide the guidance on AFS preparation as was promised. However, we accept that this situation might be different elsewhere in the province or country and therefore the core financial system's functionality is and was key in determining the level of complexity and challenges experienced during AFS preparation. This is evidenced by the extent to which other municipalities in the province which use the same financial system, were also not able to comply with section 126.

The AFS was submitted to the AGSA on 07 September 2018.



2. mSCOA has brought with it additional tasks and an increased work load on already stretched human resources, resulting in staff working overtime regularly to meet the requirements as per the mSCOA regulations.

#### **Recommendation**

1. The Council accepts the reasons for the late submission of the AFS.
2. That the required funding be made available in the February 2019 adjustments to fill the positions of the Senior Accountant (AFS and Reporting) and the GRAP / mSCOA specialist which are already on the approved structure. The filling of these positions will be to assist with the additional requirements and work load that comes along with mSCOA.

**REQUEST TO NOMINATE COUNCILLORS TO JOIN CLINIC COMMITTEES (12/2/1/30) (MANAGER: SOCIAL DEVELOPMENT)**

**Purpose of the Report**

To submit a report to Council regarding the appointment of Councillors to Clinic Committees.

**Background**

A letter was received from the Director: Department: Health: Cape Winelands District Office, Dr LC Phillips, requesting the nomination of Councillors to serve on Clinic Committees. This request is made in accordance with the Constitution of the Republic of South Africa, Western Cape District Health Councils Act and the Western Cape District Health Facility Board and Clinic Committee Act.

The purpose of these Clinic Committees is twofold:

1. To provide a link between communities and health services
2. To provide a conduit for the health needs and aspirations of the community.

The letter dated 9 October 2018 from Dr LC Phillips **is attached to this report**

**Comments**

The clinics where Clinic Committees need to be established are as follows:

**Ashton**

- Cogmanskloof Clinic, Coronation Road, Ashton
- Ward 9

**Bonnievale**

- Happy Valley Clinic, Sultana Avenue, Bonnievale
- Ward 4

**McGregor**

- McGregor Clinic, Tindall Street, McGregor
- Ward 5

**Montagu**

- Montagu Clinic, 4 Park Street, Montagu
- Ward 7

**Nkqubela**

- Nkqubela Clinic, Burwana Street, Nkqubela
- Ward 2

**Robertson**

- Bergsig Clinic, Wesley Street, Robertson
- Ward 3

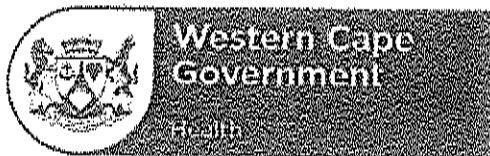
**Zolani**

- Zolani Clinic, Building Street, Zolani
- Ward 10

### Recommendations

That the Ward Councillors be delegated to serve on the following Clinic Committees

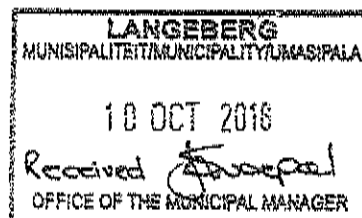
- Ward 2 - Nkqubela Clinic - Councillor A Shibili
- Ward 3 - Bergsig Clinic - Councillor P Hess
- Ward 4 - Happy Valley Clinic - Councillor JJ Januarie
- Ward 5 - McGregor Clinic - Councillor W Strauss
- Ward 7 - Montagu Clinic - Councillor J Kriel
- Ward 9 - Cogmanskloof Clinic - Councillor N Beginset
- Ward 10 - Zolani Clinic - Councillor B Nteta



( A 3716 )

Chief Directorate: District Health Services  
Component: Community Based Services  
Reference: 19/2/7/3/R  
Enquiries: Mr Sivuyile S Rexe  
Tel: 023 348 8133

Mr A Mokweni  
Langeberg Municipality  
Private Bag X2  
Ashton  
6715



Dear Honourable Municipal Manager

**SUBJECT: REQUEST TO NOMINATE COUNCILLORS TO JOIN CLINIC COMMITTEES**

Kindly note that this communication has reference to:

Section 28 of the National Health Act requires that each province has a consultative body which promotes and facilitates the sharing of information on provincial health issues.

In South Africa generally, governance structures in the form of clinic committees, hospital boards and district health councils are intended to provide expression to the principle of community participation at a local and district level.

This right is further secured and should be read in conjunction with the Sec 27 of the Constitution, Western Cape District Health Councils Act and Western Cape District Health facility board and Clinic Committee Act.

These governance structures are meant to act as a link between communities and health services and to provide a conduit for the health needs and aspirations of the community.

Community members already applied to be part of the clinic committees, but representation from councillors to serve on the clinic committees are lacking.

It is important to nominate councillors who have clinics in their areas (at ward level) to serve on those clinic committees to ensure alignment between the area priorities and the district health plans. Training on the roles and responsibilities will be organized for the nominated councillors to be on par with the functions contemplated in the above mentioned statutes.

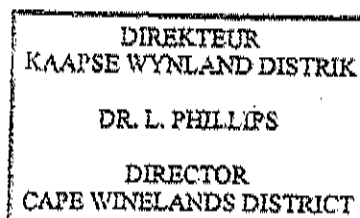
Your municipality is therefore required to nominate a councillor to serve on each of the clinic committees within the municipal boundaries. Please submit the names of these representatives to our office on an official letter head not later than 26 October 2018.

For any enquiries do not hesitate to contact **Mr SS Rexe** on **023 348 8133**.

Yours in Service Delivery,

  
Director: Dr. L.C. Phillips  
Department of Health: Cape Winelands District Office

Date: 09-10-2018



**FEEDBACK TO COUNCIL: EXECUTION OF COUNCIL RESOLUTIONS: JULY – SEPTEMBER 2018**  
**(3/2/1/3) (MUNICIPAL MANAGER)**

**Purpose of Report**

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

**Background**

Feedback to Council on progress of all decisions taken by Council for the period July – September 2018.  
See the attached annexure in this regard.

**Recommendation / Aanbeveling**

That the contents of the report be noted.

*Dat kennis geneem word van die inhoud van die verslag.*

**This item served before the Executive Mayoral Committee on 23 October 2018**

**Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 23 Oktober 2018**

**Recommendation / Aanbeveling**

That the contents of the report be noted.

*Dat kennis geneem word van die inhoud van die verslag.*

( A 3717 )

ITEM NR	ITEM	FINALIZATION	COMMENTS
B 5387	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR APRIL 2018 - DIRECTORATE FINANCE (9/2/1) CHIEF FINANCIAL OFFICER	B BROWN	Noted
B5388	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR APRIL 2018 – DIRECTORATE: ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	I VD WESTHUIZEN	Noted
B 5389	ANNE FREDERICKS PRE-PRIMARY CRÈCHE: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR THE BUILDING SITUATED ON ERF 2999, ROBERTSON (7/14/15) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision and once conditions has been accepted by them, the contract will be finalized.
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 (7/23/13) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. In process to finalize tender document.
B 5391	APPLICATION FOR THE CLOSURE OF THE SERVITUDE SITUATED ON ERF 537 BETWEEN WILLIE MEYERSINGEL AND HARTZENBERG STREET MCGREGOR (7/2/16) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Report was referred back for further consideration and resubmission to the portfolio committee.
B 5392	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE: ERF 3683 ROBERTSON FROM ROELOFF SCOTT JANSEN TO ROSLEEN DIANA BAILEY (17/5/5/3) (HOUSING ADMINISTRATOR: ASHTON, BONNIEVALE & MONTAGU)	J WIESE W NEL	Completed
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)	J WIESE W NEL	Completed
B 5394	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE: ERF 49, ZOLANI, ASHTON FROM MAVELA FERDINAND MBAMBANI TO NIKITHA LUNDA (17/5/6/1/2) (SENIOR CLERK: HOUSING - ASHTON)	J WIESE W NEL	Completed
B 5395	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME HOUSE: ERF 121, ZOLANI, ASHTON FROM NOMPUMELENO KATIE MAJOLA TO PHILLIES MTHUTHUZEI NDODA YEKANI (17/5/6/1/2) (SNR HOUSING CLERK – ASHTON)	J WIESE W NEL	Completed
B 5396	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME FAMILY HOSTEL: ERF 924, FH21 KHOSI AVENUE, ZOLANI, ASHTON FROM SIPHO ABRAM MATAI TO SANDISWA SIMANGA (17/5/5/4) (SNR HOUSING CLERK – ASHTON)	J WIESE W NEL	Completed
B 5397	APPLICATION TO TRANSFER RDP HOUSE: ERF 1402, ZOLANI, ASHTON FROM MONWABISI WELINGTON DINGISWAYO TO WINNIE MASE (17/5/8/2/1) (HOUSING ADMINISTRATOR, ASHTON, BONNIEVALE & MONTAGU)	J WIESE	Completed

		W NEL	
B 5398	CHANGING / DE-REGISTRATING OF ERVEN 3917 & 3918, ROBERTSON. 55 INFILL HOUSING PROJECT, ROBERTSON (17/5/R) (HOUSING ADMINISTRATOR)	J WIESE W NEL	Completed
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)	J WIESE W NEL	Completed
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).	J WIESE W NEL	Completed
B 5401	APPLICATION TO TRANSFER RDP HOUSE: ERF 891, 6 EMLANJENI STREET NKQUBELA, ROBERTSON FROM MATHEMBA MORRIS PANGO TO NOBUHLE TRYPHINA PANGO (17/5/R/21) (SENIOR CLERK HOUSING, ROBERTSON)	J WIESE W NEL	Completed
B 5402	APPLICATION TO TRANSFER RDP HOUSE: ERF 558, 30 MABOMBO STREET, NKQUBELA, ROBERTSON FROM NTOMBEKHAYA MAVIS MZELA TO KHANYISO PRACIOUS MZELA (17/5/R/21) (SENIOR CLERK HOUSING, ROBERTSON)	J WIESE W NEL	Completed
B 5403	RESUBMISSION 2: MONTAGU WINERY: DONATION OF KAMPONG SITUATED ON A PORTION OF ERVEN 1 & 937, MONTAGU (7/21/13) (MANAGER: ADMINISTRATIVE SUPPORT)	S KOTZÉ	The applicant has been informed of the decision.
B 5404	MCGREGOR AGRICULTURAL CO-OPERATIVE LTD: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR GLADDEKLIP (8.43HA), MCGREGOR (7/23/13) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	The applicant has been informed of the decision and a letter in this regard sent to National Treasury.
B 5405	Z.C.C. ST ENGEMAS 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 (7/23/15: 7/23/25) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision.
B 5406	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 – DIRECTORATE: CORPORATE SERVICES (9/21) (CHIEF FINANCIAL OFFICER)	AWJ EVERSON	Noted.
B 5407	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 – DIRECTORATE: STRATEGY AND SOCIAL DEVELOPMENT (9/21) (CHIEF FINANCIAL OFFICER)	CO MATTHYS	Noted
B 5408	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 – DIRECTORATE: COMMUNITY SERVICES (9/21) (CHIEF FINANCIAL OFFICER)	B BROWN AWJ EVERSON CO MATTHYS	Noted

B 5409	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 - DIRECTORATE: ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	I VD WESTHUIZEN	Noted
B 5410	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR MAY 2018 - DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER (9/2/1) (CHIEF FINANCIAL OFFICER)	SA MOKWENI	Noted
B 5411	COCOS PLUMOSA SECTIONAL TITLE CLUSTER HOMES: APPLICATION TO INSTALL AN INTERCOM POLE ON MUNICIPAL LAND, ROBERTSON (7/23/15) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. As soon as the conditions has been accepted, the lease agreement will be finalized.
B 5412	APPLICATION TO ALLOCATE RDP HOUSE: ERF 5116, 59 KAREE AVENUE, MONTAGU TO ANDRIES WEAVERS (17/5/9/4/2) (SENIOR HOUSING CLERK: MONTAGU)	A MOHAMMED J WIESE	Applicant was informed of Council decision / Finalised
B 5413	CHANGING / DE-REGISTRATION OF ERVEN 3921 AND 3922, ROBERTSON: 55 INFILL HOUSING PROJECT, ROBERTSON (17/5/R) (SNR HOUSING ADMINISTRATOR)	J WIESE W NEL	Completed
B 5414	APPLICATION TO TRANSFER RDP HOUSE: ERF 1009, 17 VULINDLELA STREET, NKUBELA, ROBERTSON FROM TUTU KLEINBOOI MDZALA TO SIPHENKOSI MANGALI (17/5/R) (SNR CLERK: HOUSING ADMINISTRATION, ROBERTSON).	J WIESE W NEL	Completed
B 5415	APPLICATION TO TRANSFER MUNICIPAL RENTAL SCHEME, CONVENTIONAL HOUSE: ERF 1549, BONNIEVALE FROM ROSA WILLEMS TO LIANNA VERONICA SNYMAN (17/5/8/1/1) (SENIOR HOUSING CLERK: BONNIEVALE)	J LOUW J WIESE	Transfer of erf 1549, Bonnievale from Rosa Willems to Lianna Veronica Snyman - Lianna Snyman was at J Louw's office on 24/08/2018 and did completed the EEDBS application which was sent to Province for approval.
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)	J WIESE W NEL	Applicant was informed of Council decision / finalised
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)	J WIESE W NEL	Completed
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 (7/14/2/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. Busy to finalize the tender document.
BB 7/06	REPORTING ON LITIGATION - JUNE & JULY 2018 (7/1/R + 7/2/R)(DIRECTOR CORPORATE SERVICES)	AWJ EVERSON	Noted



ITEM NR	ITEM	FINALIZATION	COMMENTS
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 (7/23/2/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. Busy finalizing the tender document.
A 3648	RESUBMISSION: APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT OR THE PURCHASE FOR A PORTION OF SKILPADHOOGTE, (2,7 HA), MCGREGOR (7/23/1/3) (PRINCIPAL CLERK: PROP ADMIN)	S ROSSOUW	Applicant has been informed of the decision. As soon as the conditions have been accepted, the lease agreement will be finalized.
A 3649	LANGEBERG ASSOCIATED WINERIES: APPLICATION TO PURCHASE MUNICIPAL LAND, A PORTION OF ERF 2 (±1 HA) ALONG THE MCGREGOR ROAD, ROBERTSON (7/23/1/5) (PRINCIPAL CLERK: PROP ADMIN)	S KOTZÉ AMJ EVERSON	The matter is dealt with administratively.
A 3650	MONTHLY REPORT FROM THE LOCAL TOURISM ASSOCIATIONS – MAY 2018 (7/23/3/3) MANAGER: SOCIAL DEVELOPMENT	D VAN SCHALKWYK	Submitted for information purposes only. No actions to be carried out.
A 3651	APPLICATION TO PURCHASE ERF 1822, BONNIEVALE (7/23/2/2) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. In process to finalize the tender document.
A 3652	APPLICATION FOR THE RENEWAL OF LEASE AGREEMENT FOR A PORTION OF SKILPADHOOGTE (3.3 HA), MCGREGOR (7/23/1/3) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. In process to finalize the tender document.
A 3653	PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD APRIL - JUNE 2018 (LED DEPARTMENT) (9/21/8)	CO MATTHYS	Reported on SDBIP
A 3654	RESUBMISSION: PROPOSED BREEDE RIVER TOURISM CORRIDOR (7/23/3/3) MANAGER: SOCIAL DEVELOPMENT	D VAN SCHALKWYK	Submitted names of the representatives to Breede Valley Municipal Council for J Kritzinger. Awaiting notification of meeting
A 3655	REDUCTION OF CONTRIBUTION TO BULK CIVIL ENGINEERING SERVICES: MONTAGU FOODS (5/5/1): DIRECTOR ENGINEERING SERVICES.	IAB VD WESTHUIZEN	Completed
A 3656	RESUBMISSION: PROPOSAL FOR DEVELOPMENT OF ERF 4024, ROBERTSON – AP KRAUKAMP BUIJLERS (7/23/2/5) (MANAGER: ADMINISTRATIVE SUPPORT)	S KOTZÉ	Applicant has been informed of the decision. In process to finalize the tender document.
A 3657	RESUBMISSION 2: UMSIZA PLANNING: APPLICATION TO CLOSE AND BUY A PORTION OF ROBERTSON STREET (819M <sup>2</sup> ), ROBERTSON (7/23/2/5 17/31/6/3/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. Will be advertised at the next round of advertisements.

A 3658	RECONSTRUCTION OF MUNICIPAL STORES AT BONNIEVALE (7/14/22): DIRECTOR ENGINEERING SERVICES.	IAB VD WESTHUIZEN	In process and subject to availability of funding in 2019/20
A 3659	BURSARIES AWARDED TO THE TOP ACHIEVERS OF 2017 - ALL SECONDARY SCHOOLS IN LANGEBERG (OFFICE OF THE MAYOR)	B BROWN	Noted
A 3660	QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: APRIL - JUNE 2018 (9/21/19), DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT	HIM JANSEN	Noted
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 (9/21/13) (CHIEF FINANCIAL OFFICER)	CO MATTHYS	Noted
A 3662	CHANGING OF TIMES OF PORTFOLIO COMMITTEE MEETINGS (3/23/1) (DIRECTOR CORPORATE SERVICES)	B BROWN	The necessary document (soft copy) has been distributed to the relevant governmental departments and was placed on the municipal website
A 3663	REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS (16/27/16): DIRECTOR ENGINEERING SERVICES	E BURGER	Noted
A 3664	IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR 2017/18 FINANCIAL YEAR (6/1/18) CHIEF FINANCIAL OFFICER	S KOTZÉ AWJ EVERSON	Noted
A 3665	QUARTERLY REPORT FOR THE PERIOD 1 APRIL 2018 TO 30 JUNE 2018 FOR THE BREEWER WYNLAND LANDELIKE ONTAKKELINGS VERENIGING (12/23/24) MANAGER: SOCIAL DEVELOPMENT	IAB VD WESTHUIZEN	Connections cannot be removed before alternative solution is found.
A 3666	MONTHLY REPORTS FROM THE LOCAL TOURISM ASSOCIATIONS - JUNE 2018 (12/23/3) MANAGER: SOCIAL DEVELOPMENT	B BROWN	Noted
A 3667	EXPENDITURE OF THE 2017/2018 BUDGET MEASURED BY THE TOP LEVEL SDBP - FOURTH QUARTER (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)	D VAN SCHALKWYK	Submitted for information purposes only. No actions to be carried out.
A 3668	SUBMISSION OF MOTION - CLR S DU PLESSIS - HIGH PRICES OF GRAVES IN ALL OUR TOWNS	CO MATTHYS	Submitted for information purposes only. No actions to be carried out.
A 3669	ADDITIONAL FUNDING FOR HOUSING PROJECTS TO BE IMPLEMENTED IN THE 2018/19 FINANCIAL YEAR (17/5/18/5) (DIRECTORS: ENGINEERING SERVICES & STRATEGY AND SOCIAL DEVELOPMENT)	CO MATTHYS	Motion did not carry
A 3670	INVITATION TO ATTEND A WINTER SCHOOL FOR COUNCILLORS - 15 TO 16 AUGUST 2018 (3/3/4) (MANAGER: GOVERNANCE SUPPORT)	IAB VD WESTHUIZEN	Project application in progress
A 3670	INVITATION TO ATTEND A WINTER SCHOOL FOR COUNCILLORS - 15 TO 16 AUGUST 2018 (3/3/4) (MANAGER: GOVERNANCE SUPPORT)	JCJ COETZEE	Has been dealt with in accordance with the decision.

A 3671	AUDIT AND PERFORMANCE COMMITTEE: APPROVAL OF CHARTER - 2018 (S/14/R) (CHIEF AUDIT EXECUTIVE)	M SHUDE	Finalised
A 3672	INTERNAL AUDIT: QUALITY ASSURANCE & IMPROVEMENT PROGRAM (QAIP) - JULY 2018 (S/14/R) (INTERNAL AUDIT)	M SHUDE	Finalised
A 3673	INTERNAL AUDIT: INTERNAL AUDIT CHARTER – 2018 2019 (S/14/R) (INTERNAL AUDIT)	M SHUDE	Finalised
A 3674	CHRISTMAS LIGHTS FESTIVITIES 2016: ADMINISTRATIVE REPORT BY ADV JF KOEKEMOER	AWU EVERSON SA MOKWENI	Decision has been implemented.

Mayoral Committee meeting – 14 August 2018

ITEM NR	ITEM	FINALIZATION	COMMENTS
B 5419	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR JUNE 2018 – DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	AWU EVERSON	Noted
B 5420	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR JUNE 2018 – DIRECTORATE: ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	I VD WESTHUIZEN	Noted
B 5421	MTN SITE T1070: RENEWAL OF LEASE AGREEMENT FOR A PORTION OF ERF 1, MUISKRAALSKOP, ROBERTSON (7/23/15) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. As soon as the conditions is accepted the agreement will be finalized.
B 5422	VODACOM: APPLICATION FOR RENEWAL OF LEASE AGREEMENT FOR A PORTION OF ERF 387, ASHTON (7/23/11) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. As soon as the conditions is accepted the agreement will be finalized.
B 5423	VAN MEKERK & LANDE: APPLICATION TO ERECT A BOUNDARY FENCE ON ERF 531, BONNIEVALE 7/23/12) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. He did not accept the conditions. Matter regarded as finalized.
B 5424	CALTEX ROBERTSON: APPLICATION FOR THE USAGE OF MUNICIPAL LAND, ROBERTSON (7/23/15) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision. As soon as the conditions is accepted the agreement will be finalized.
B 5425	RESUBMISSION: 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)	S ROSSOUW	The applicant has been informed of the decision.

B 5426	REQUEST : ERECTION OF A COMMEMORATIVE SIGN IN MONTAGU - IN REMEMBRANCE OF THE VICTIMS OF THE FLU EPIDEMIC (GROOT GRIEF) OF 1918	CO MATTHYS	Mr van Schalkwyk busy with plate.
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**Council Meeting – 22 August 2018**

ITEM NR	ITEM	FINALIZATION	COMMENTS
A 3675	STORM WATER DRAINAGE IN DU TOIT STREET, MONTAGU & DU PREEZ STREET HOUSES, MONTAGU (16/3/5/4) DIRECTOR ENGINEERING SERVICES	IAB VD WESTHUIZEN	Subject to availability of funding.
A 3676	NAMING OF NEW STREETS IN NIKOUBELA, ROBERTSON (15/11/25) ASSISTANT TOWN AND REGIONAL PLANNER	JV BRAND	The street names, as approved by Council, have been provided to the consulting engineer, via Engineering Services. The contractor has been instructed to install marked kerb stones. Street numbers will be allocated on the approved plan in due course.
A 3677	CONSTRUCTION OF BICYCLE LANE IN MUSCADEL STREET, ASHBURY MONTAGU (16/3/5/4) DIRECTOR ENGINEERING SERVICES.	IAB VD WESTHUIZEN	Subject to availability of funding.
A 3678	IDENTIFICATION OF NEW CEMETERY SITES IN THE LANGEBERG MUNICIPAL AREA - PHASE 1. REPORT BY CONSULTANT CK RUMBOLL - TENDER 09/2016 (ASST MANAGER, PARKS AND AMENITIES)	M HUCKLESBY	A meeting was held with Ms A Coetzee of CK Rumboll and the Director of Community Services, Mr Mike Mgajo, on 14 September 2018 and CK Rumboll was informed of the Council decision. It was decided that Phase 2 of Tender 09/2016 would concentrate on the expansion of the Silo's Cemetery, Ashton and White Street cemetery, Robertson. The technical, legal and public participation processes will now proceed. Detailed layout plans of the remaining and additional spaces were also requested
A 3679	STATUS REPORT -MCGREGOR HOUSING PROJECT & REQUEST FOR THE ALLOCATION OF THE OUTSTANDING UNITS TO BE BUILT : 17/5/R (MANAGER, HOUSING ADMINISTRATION)	A MOHAMMED	The approved housing database list for McGregor (24/08/2015) was put on the notice board at McGregor main offices to identify the 68 beneficiaries for the new 68 units to be built

A 3680	LIST OF PROPERTY RATES EXEMPTIONS, REBATES AND REDUCTION GRANTED BY THE MUNICIPALITY FOR THE 2017/2018 FINANCIAL YEAR (6/1/13) (CHIEF FINANCIAL OFFICER)	B BROWN	All the property rates exemptions, rebates and reductions that were granted for the 2017/2018 financial year have been noted.
A 3681	SUBMISSION OF THE 2019 / 2020 BUDGET & IDP PROCESS PLAN (5/1/19) (DIRECTOR STRATEGY AND SOCIAL DEVELOPMENT)	CO MATTHYS	Advertised on website.
A 3682	RENEWAL OF INSURANCE PORTFOLIO (5/13/2) (DIRECTOR FINANCIAL SERVICES)	B BROWN	The report and the increase in insurance premiums has been noted and the possibility of a self-insurance reserve for certain items will be investigated.
A 3683	STOCKTAKING 2016/2017 FINANCIAL YEAR ~ OPERATING STORES (6/1/17) (DIRECTOR FINANCIAL SERVICES)	B BROWN	The stock-take report of the Municipal Stores for the 2017/2018 financial year be accepted.
A 3684	COMPLING OF THE 2018/2019 ADJUSTMENT BUDGET (5/1/1 - 2018/2019) (CHIEF FINANCIAL OFFICER)	B BROWN	The necessary document (soft and hard copies) have been distributed to the relevant governmental departments and was placed on the municipal website. TL KPI and departmental KPI's has been amended.
A 3685	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 - JULY 2018 (9/2/13) (CHIEF FINANCIAL OFFICER)	B BROWN	The necessary document (soft copy) has been distributed to the relevant governmental departments and was placed on the municipal website.
A 3687	KAROO SMALL TOWN REGENERATION INITIATIVE (STR) : SALGA PRESENTATION BY MS Z VAZI	CO MATTHYS SA MOKWENI	Declined offer to participate.
A4474	RESUBMISSION: APPOINTMENT OF DIRECTOR COMMUNITY SERVICES (4/3/R)(MUNICIPAL MANAGER) - STRICTLY CONFIDENTIAL -	AMJ EVERSON	Matter has been dealt with.

Mayco Meeting - 11 September 2018

ITEM NR	ITEM	FINALIZATION	COMMENTS
B 5427	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - JULY 2018 - DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (DIRECTORATE STRATEGY AND SOCIAL DEVELOPMENT	CO MATTHYS	Noted



B 5428	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR JULY 2018 - DIRECTORATE: ENGINEERING SERVICES (9/21) (CHIEF FINANCIAL OFFICER)	I VD WESTHUIZEN	Noted
B 5429	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR JULY 2018 - DIRECTORATE FINANCE (9/21) CHIEF FINANCIAL OFFICER	B BROWN	Noted
B 5430	APPLICATION FOR THE PURCHASE OR LEASE OF A PORTION OF ERF 2 (5.5 HA) ADJACENT TO ERF 7647, ROBERTSON (7/23/25) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	Applicant has been informed of the decision.
B5431	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR JULY 2018 - DIRECTORATE: CORPORATE SERVICES (9/21) (CHIEF FINANCIAL OFFICER)	AWJ EVERSON	Noted
B 5432	APPLICATION TO TRANSFER MUNICIPAL RENTAL HOUSE: ERF 816, FH 16 KHOSI AVENUE, ZOLANI ASHTON FROM BENJAMIN MBEKA TO NOMONDE MBEKA (17/5/54) (SNR HOUSING CLERK - ASHTON)	J WIESE	Completed
B 5433	APPLICATION TO TRANSFER MUNICIPAL RENTAL HOUSE: ERF 820, FH 29 KHOSI AVENUE, ZOLANI, ASHTON FROM GILBERT MBOVANE TO SIPHO MBOVANE (17/5/54) (SNR HOUSING CLERK - ASHTON)	J WIESE	Completed
B 5434	APPLICATION TO TRANSFER RDP HOUSE: ERF 595, NKUBELA, ROBERTSON FROM RICHARD MBATSHA TO ANGELINA NOKULSEKO MBATSHA (17/5/821) (SENIOR CLERK HOUSING, ROBERTSON)	B SMITH J WIESE	Completed
B 5435	APPLICATION TO LEASE A PORTION OF MUNICIPAL LAND ADJACENT TO ERF 489, NKUBELA, ROBERTSON (7/23/15) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	A site inspection was held and the report will be resubmitted to the portfolio committee.
BB 707	REPORTING ON LITIGATION - AUGUST & SEPTEMBER 2018 (7/1/R + 7/2/R) (DIRECTOR CORPORATE SERVICES)	AWJ EVERSON	Noted

**Council Meeting - 25 September 2018**

ITEM NR	ITEM	FINALIZATION	COMMENTS
A 3686	MONTHLY REPORTS FROM THE LOCAL TOURISM ASSOCIATIONS - JULY 2018 (12/23/3) MANAGER: SOCIAL DEVELOPMENT	D VAN SCHALKWYK	Submitted for information purposes only. No actions to be carried out.
A 3688	KEY PERFORMANCE INDICATORS TO BE INCLUDED / REMOVED - THE TOP LAYER SDBIP (2018 / 2019) (DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT)	CO MATTHYS	Amendments done and latest one placed on website.
A 3689	REQUEST TO TRANSFER OWNERSHIP OF A 500 KVA TRANSFORMER (TO AVALON SPRINGS, MONTAGU (16/2/R) (MANAGER ELECTRICAL SERVICES)	C VORSTER	Completed

A 3690	RESUBMISSION: ERECTION OF A COMMEMORATIVE SIGN IN MONTAGU - IN REMEMBRANCE OF THE VICTIMS OF THE FLU EPIDEMIC (GROOT GRIEP) OF 1918 / 1919 IN MONTAGU (12/23/3) MANAGER: SOCIAL DEVELOPMENT	D VAN SCHALKWYK	Currently executing
A 3691	CHRISTMAS LIGHTS EVENT - 2018 (12/23/3) (MANAGER: SOCIAL DEVELOPMENT)	D VAN SCHALKWYK	Currently executing
A 3692	RESUBMISSION: KNIPES HOPE VRUGTEVERPAKKER BK APPLICATION FOR PERMISSION TO USE A PORTION OF MUNICIPAL LAND (±1207M²) SITUATED ON A PORTION OF ERF 1, MONTAGU (7/2R) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	The applicant has been informed of the decision. As soon as the conditions has been accepted, will the deed of sale be finalized.
A 3693	APPLICATION FOR THE LEASE OR PURCHASE OF THE BUILDING SITUATED ON MUNICIPAL PROPERTY KNOWN AS "KAMPONG", MONTAGU (7/14/14- 7/14/24) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	S ROSSOUW	The applicants have been informed of the decision. The tender document is currently compiled.
A 3694	RISK MANAGEMENT COMMITTEE: APPROVAL OF RISK MANAGEMENT COMMITTEE CHARTER, RISK MANAGEMENT POLICY, RISK MANAGEMENT STRATEGY, RISK APPETITE FRAMEWORK AND FRAUD PREVENTION PLAN & STRATEGY - 2018 / 2019 (5/14/R) (CHIEF AUDIT EXECUTIVE)	M SHUDE	Finalised
A 3695	REQUEST - APPROVAL TO RE-ADVERTISE VACANCIES ON THE AUDIT & PERFORMANCE COMMITTEE - IN COMPLIANCE WITH SECTION 166(5) OF THE MFMA	M SHUDE	Advert was placed on municipal website on 04/10/2018.
A 3696	AUDIT & PERFORMANCE COMMITTEE - QUARTERLY REPORT OF THE AUDIT & PERFORMANCE COMMITTEE (5/14/R) (AUDIT & PERFORMANCE COMMITTEE CHAIRPERSON)	M SHUDE	Finalised
A 3697	REPORT TO COUNCIL - LATE SUBMISSION OF ANNUAL FINANCIAL STATEMENTS (5/1/1 - 2018/2019) (CHIEF FINANCIAL OFFICER)	B BROWN	Letters have been sent to Mr A Bredell and Mr J Meyer after the report served before Council. A meeting were also held with the Speaker and Mr E Schreffers to discuss the matter.
A 3698	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 - AUGUST 2018 (9/21/3) (CHIEF FINANCIAL OFFICER)	B BROWN	Noted
A3699	FORENSIC REPORT ON THE MC GREGOR HOUSING PROJECT (MUNICIPAL MANAGER)	SA MOKWENI	In process
A 3700	TWINNING AGREEMENT BETWEEN LANGEBERG MUNICIPALITY AND GEEMEENTE RHEDEN FROM 2012 TO 2016 (10/1/8) (MUNICIPAL MANAGER)	SA MOKWENI	Noted

A 3701	PROPOSED COOPERATION AGREEMENT BETWEEN RHEDEN, RUBAVU DISTRICT & LANGEBERG (MUNICIPAL MANAGER)	SA MOKWENI	Names have been identified.
A 3702	ERF 136, NIKOUBELA, IRDP HOUSING PROJECT (172 UNITS) AND KANANA, NIKOUBELA UISP (505 SERVICED SITES): COMPILATION OF PRIORITISED LIST OF BENEFICIARIES: (DIRECTOR COMMUNITY SERVICES)	M MGAJO	All identified beneficiaries will be invited to verify all required documentation for subsidy application.

**BOARD MEMBERSHIP : CHARTERED INSTITUTE OF GOVERNMENT FINANCE, AUDIT & RISK OFFICERS (CIGFARO) (5/14/1/2/4) : DIRECTOR FINANCIAL SERVICES**

**Background**

The *Chartered Institute of Government Finance, Audit & Risk Officers* (CIGFARO) is the recognized professional body for finance, audit, risk management, performance management and related professionals in the public sector.

The Institute was founded in 1929 and is dedicated to establishing and maintaining high standards of professionalism amongst practitioners by providing a framework for them to collectively enhance and maintain sustainable financial management and good governance in the management of public finances.

CIGFARO is the South African Qualifications Authority's (SAQA) recognized professional body for financial management in the public sector.

**Discussion**

The Director Financial Services (B Brown) was elected Western Cape Regional Branch Chairperson for the term 2018 - 2020 and will be expected to attend at least four Board meetings per year as Board Ex-officio member. Three of these meetings will be full-day meetings that may require travel and accommodation.

CIGFARO is a non-profit company and therefore it is requested that permission be granted for the Director Financial Services (B Brown) to serve on the Board and that travelling and accommodation costs be borne by the Langeberg Municipality. (Refer to the attached Annexure A)

**Recommendation**

1. That approval be granted for the Director Financial Services (B Brown) to serve as Western Cape Regional Branch Chairperson for the term 2018 - 2020 and as Board Ex-officio member.
2. That approval be granted for the Director Financial Services (B Brown) to attend meetings of the Board, possible standing committees and those of the Western Cape Branch.
3. That approval be granted that traveling and accommodation costs be borne by the employer (Langeberg Municipality).

**PROPOSED AMENDMENT OF THE LANGEBERG SPATIAL DEVELOPMENT FRAMEWORK (SDF):  
(15/1/13/7) (DIRECTOR ENGINEERING SERVICES)**

**PURPOSE OF REPORT**

To request permission from Council to proceed with the proposed amendment of the SDF.

**BACKGROUND**

Council adopted and approved the SDF on 23 May 2017. The aim of the Langeberg SDF is to guide appropriate future land use planning.

The SDF will also be used as a policy framework to guide decision making relating to the growth and development of the five towns and surrounding rural areas over the long term.

**ADDITIONAL INFORMATION**

**Proposed amendments to the urban edge: Ashton/Zolani**

It is proposed to amend the edge to include a ±18.49ha of land (erf 17/158) adjacent to the Robertson and Zolani (Annexure 1, **attached to this report**). The owner of the property, Zandvliet Wine Estate, approached the Municipality and declared his willingness to offer this land in exchange that some of his workers may be accommodated in a future housing project.

The ultimate purpose of this amendment is to make provision for a future housing project (to be included in the housing pipeline) as well as other related uses.

Erf 17/158 falls outside the approved Urban Edge. It is, however, suitably located in terms of the existing sewerage plant, electricity and bulk water supply.

It is further proposed to also include the Remainder of Farm 71/158 in the urban edge to establish a mode that will link Zolani with Ashton.

**Proposed establishment of a "Special Planning Area" for development of a contemporary rural village, outside the Montagu urban edge**

A request to amend the SDF was received from CMAI Architects for a "Special Planning Area". This request entails a proposed new contemporary rural development (Village) on Remainder of the *Farm Des Hants de Montagu* (Galeria); Portion 1 of the Farm no. 152 (Little Bean) and Portion 7 of the Farm *Derde Heuvel* no 149 (Goudmyn) (Annexure 2, **attached to this report**).

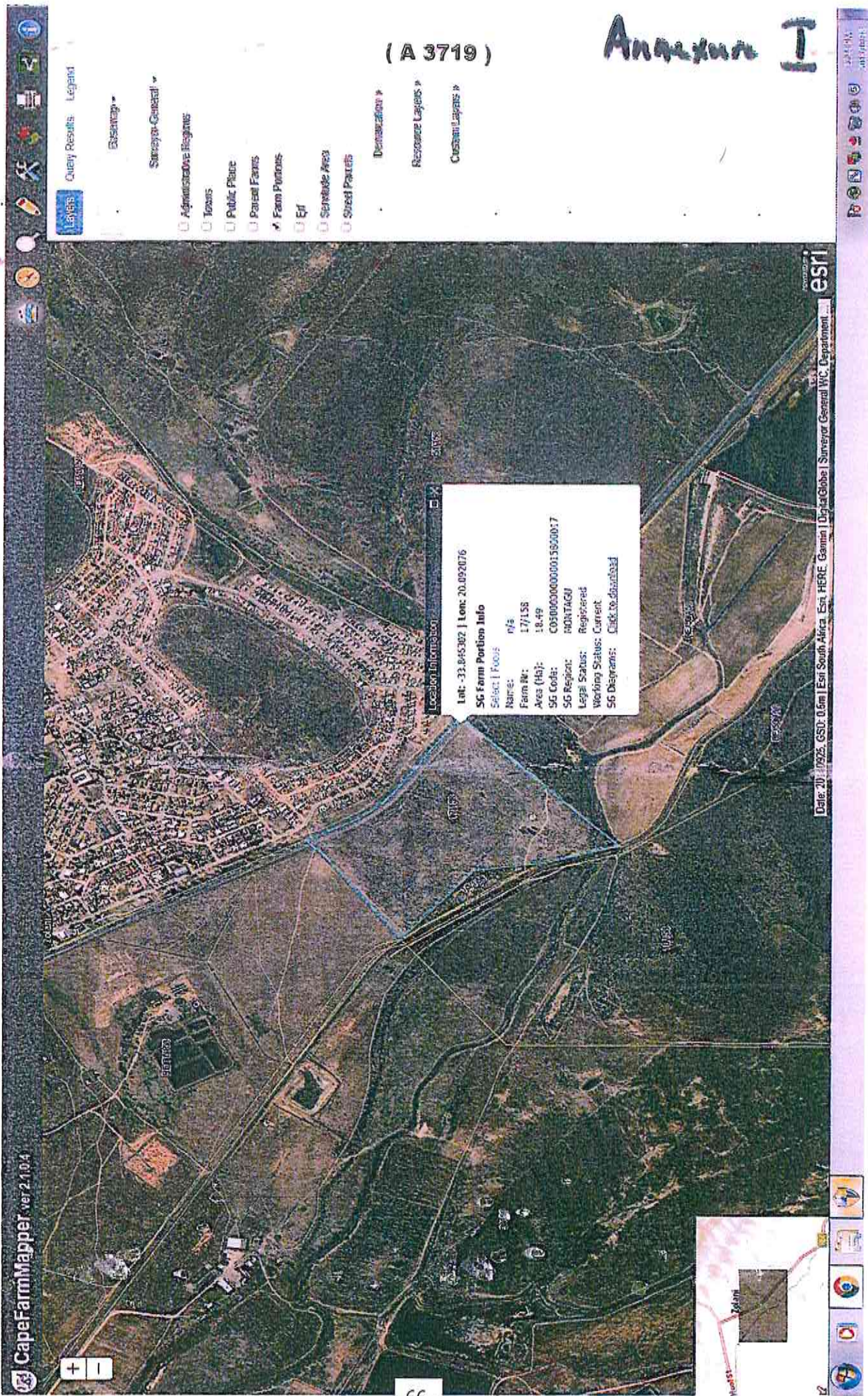
The aim of contemporary rural villages is, inter alia, where residents live in balance with nature, live close to fertile agricultural land and a maximum of open green space to enjoy recreation and well being.

The proposal is to develop low impact small hamlets on the farms on land that, according to the owners, has marginal agricultural potential and low or no conservation importance. The proposal is to provide a range of housing opportunities, from GAP to high-end residential housing.

**Recommendation**

1. That Council, in terms of the Municipal System Act, Act 32 of 2000 (MSA), Section 28(1), proceed with the proposed amendment process of the Spatial Development Framework.
2. That no Intergovernmental Steering Committee be established.
3. That the Municipality establish a project committee consisting of the Municipal Manager (or a municipal employee designated by the Municipal Manager) and other employees appointed by the Municipal Manager.

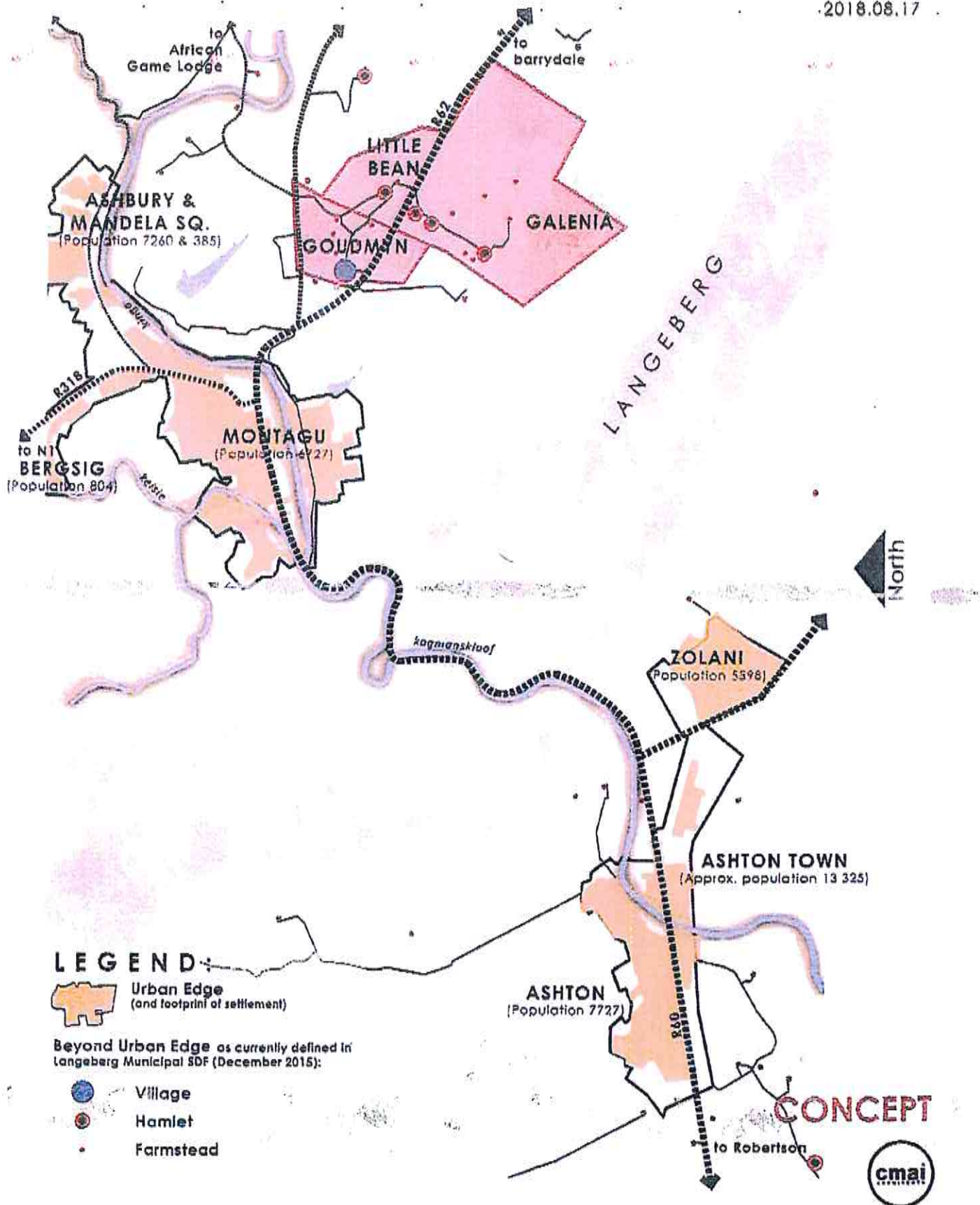






# GALENIA, LITTLE BEAN & GOUDMYN REGIONAL PLAN DIAGRAM

2018.08.17









**SLEGS VIR KENNISNAME • FOR INFORMATION ONLY**

**B & BB ITEMS**

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B 5439	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR AUGUST 2018 – DIRECTORATE: ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	70
B 5440	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR AUGUST 2018 : OFFICE OF THE MUNICIPAL MANAGER (9/2/1) (OFFICE OF THE MUNICIPAL MANAGER)	71
B 5441	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR AUGUST 2018 - (9/2/1) CHIEF FINANCIAL OFFICER	71
B 5442	IKHAYA LABANTWANA EDUCARE CENTRE: APPLICATION TO RENEW LEASE AGREEMENT OF THE MUNICIPAL BUILDING SITUATED ON ERF 131, NKQUBELA ROBERTSON (7/1/R) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	71
B 5443	VROLIKE VINKIES CRÈCHE: APPLICATION TO RENEW LEASE AGREEMENT FOR THE BUILDING SITUATED ON ERF 1482, ROBERTSON (7/1/4/1/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	72
B 5444	ATLAS TOWER: APPLICATION TO LEASE A PORTION OF REMAINDER OF ERF1 (±64M²), MONTAGU TO ESTABLISH A FREESTANDING BASE TELECOMMUNICATION STATION (7/2/3/1/4) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)	74
B 5445	See A3714	---

**B & BB ITEMS**

- B 5436 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR AUGUST 2018 – DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 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 5437 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR AUGUST 2018 (9/2/1) (DIRECTORATE: STRATEGY AND SOCIAL DEVELOPMENT)**

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 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 5438 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR AUGUST 2018 – DIRECTORATE: COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 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 5439 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR AUGUST 2018 – DIRECTORATE: ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Eenparig Besluit / Unanimously Resolved

1. 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.*

2. That the condition of specialist trucks of the Department be inspected and if needed, funds be provided on future draft budgets for the purchase of new vehicles.

**B 5440 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR AUGUST 2018 : OFFICE OF THE MUNICIPAL MANAGER (9/2/1) (OFFICE OF THE MUNICIPAL MANAGER)**

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 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 5441 DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR AUGUST 2018 - (9/2/1) CHIEF FINANCIAL OFFICER**

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 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 5442 IKHAYA LABANTWANA EDUCARE CENTRE: APPLICATION TO RENEW LEASE AGREEMENT OF THE MUNICIPAL BUILDING SITUATED ON ERF 131, NKQUBELA ROBERTSON (7/1/R) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)**

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the municipal building situated on erf 131, Nkqubela, 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 munisipale gebou geleë te erf 131, Nkqubela, Robertson nie benodig word vir die verskaffing van die minimum vlak van basiese dienste nie. (S14 van die MFMA, Wet 56 van 2003)*

2. That the building situated on erf 131, Nkqubela, Robertson be leased to Ikhaya Labantwana Educare Centre for a period of three (3) years at a nominal rent of R326.00 (VAT incl.) per annum subject to the normal conditions applicable to the leasing of Municipal buildings.

*Dat die gebou geleë te erf 131, Nkqubela, Robertson verhuur word aan Ikhaya Labantwana Educare Centre vir 'n periode van drie (3) jaar teen 'n nominale bedrag van R326.00 (BTW ing.) per jaar onderhewig aan die normale voorwaardes soos van toepassing op die verhuring van Munisipale geboue.*

- 2.1 That the rental amount escalates annually with 10% and the Lessee is responsible for the payment of the insurance of the building, which is calculated as a percentage of the municipal insurance portfolio.

*Dat die huurbedrag jaarliks eskaleer met 10% en dat die Huurder verantwoordelik is vir die betaling van die versekering van die gebou, wat bereken word as 'n persentasie van die munisipale versekeringsportefeulje.*

- 2.2 That the Lessee be responsible for maintenance, repairs, upgrading work to be done to the building.

*Dat die Huurder verantwoordelik sal wees vir instandhouding, herstelwerk en opgraderingswerk van die gebou.*

- 2.3 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.*
- 2.4 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.*
- 2.5 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 die vereistes ssos vervat in die Gesondheidsverordeninge en verdere vereistes wat van tyd tot tyd deur die Kaapse Wynland Distriksmunisipaliteit en ander relevante Provinsiale departemente gestel word.*
- 2.6 That the Lessee complies with all the conditions as contained in the Health By-Laws, National Building Regulations and Standards, fire emergency requirements, Health Regulations and any other conditions applicable for the usage of this building for a crèche purpose.  
*Dat die Huurder voldoen aan al die vereistes ssos vervat in die Gesondheidsverordeninge, Nasionale Bouregulasies en Bou Standaarde, nood brand vereistes, Gesondheidsregulasies en enige ander vereiste van toepassing vir die gebruik van hierdie gebou as 'n kleuterskool.*
- 2.7 That the Lessee shows proof of the facility registration with Grassroots as a crèche before the lease agreement is signed by the Municipal Manager.  
*Dat die Huurder bewys lewer van registrasie vir die fasiliteit soos uitgereik deur Grassroots as 'n kleuterskool voordat die huurooreenkoms deur die Munisipale Bestuurder onderteken word.*
- 2.8 That the Lessee shows proof of the facilities certificate of Acceptability issued 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 Geskiktheidsertifikaat vir 'n Voedselperseel 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 5443 VROLIKE VINKIES CRÈCHE: APPLICATION TO RENEW LEASE AGREEMENT FOR THE BUILDING SITUATED ON ERF 1482, ROBERTSON (7/1/4/1/5) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)**

This Item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2018

Eenparig Besluit / Unanimously Resolved

1. That it be confirmed that the municipal building situated on erf 1482, 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 munisipale gebou geleë te erf 1482, Robertson nie benodig word vir die verskaffing van die minimum vlak van basiese dienste nie. (S14 van die MFMA, Wet 56 van 2003)*
2. That the building situated on erf 1482 Robertson be leased to Vrolike Vinkies Crèche for a period of three (3) years at a nominal rent of R326.00 (VAT incl.) per annum subject to the normal conditions applicable to the leasing of Municipal buildings.  
*Dat die gebou geleë te erf 1482, Robertson verhuur word aan Vrolike Vinkies Kleuterskool vir 'n periode van drie (3) jaar teen 'n nominale bedrag van R326.00 (BTW ing.) per jaar onderhewig aan die normale voorwaardes soos van toepassing op die verhuring van Munisipale geboue.*



- 2.1 That the rental amount escalates annually with 10% and the Lessee is responsible for the payment of the insurance of the building, which is calculated as a percentage of the municipal insurance portfolio.

*Dat die huurbedrag jaarliks eskaleer met 10% en dat die Huurder verantwoordelik is vir die betaling van die versekering van die gebou, wat bereken word as 'n persentasie van die munisipale versekeringsportefeulje.*

- 2.2 That the Lessee be responsible for maintenance, repairs, upgrading work to be done to the building.  
*Dat die Huurder verantwoordelik sal wees vir instandhouding, herstelwerk en opgraderingswerk van die gebou.*

- 2.3 That no alterations be done to the building without the written consent of the Municipality.

*Dat geen veranderinge aan die gebou aangebring word sonder dat skriftelike goedkeuring van die Munisipaliteit verkry is nie.*

- 2.4 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.*

- 2.5 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 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.*

- 2.6 That the Lessee complies with all the conditions as contained in the Health By-Laws, National Building Regulations and Standards, fire emergency requirements, Health Regulations 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, Gesondheidsregulasies en enige ander vereiste van toepassing vir die gebruik van hierdie gebou as 'n kleuterskool.*

- 2.7 That the Lessee shows proof of the facility registration with Grassroots as a crèche before the lease agreement is signed by the Municipal Manager.

*Dat die Huurder bewys lewer van registrasie vir die fasiliteit soos uitgereik deur Grassroots as 'n kleuterskool voordat die huurooreenkoms deur die Munisipale Bestuurder onderteken word.*

- 2.8 That the Lessee shows proof of the facilities certificate of Acceptability issued 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 Geskiktheidsertifikaat vir 'n Voedselperseel 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.*

3. That a letter be sent to Vrolike Vinkies Crèche and Anne Fredericks Pre-primary explaining what the procedures are which they must follow regarding building plans of their schools, fire certificates, zoning requirements, etc. in order for them to qualify for their annual subsidies.

**B 5444 ATLAS TOWER: APPLICATION TO LEASE A PORTION OF REMAINDER OF ERF1 (±64M²), MONTAGU TO ESTABLISH A FREESTANDING BASE TELECOMMUNICATION STATION (7/2/3/1/4) (PRINCIPAL CLERK: PROPERTY ADMINISTRATION)**

This item served before the Executive Mayoral Committee on 23 October 2018

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 23 Oktober 2018

Eenparig Besluit / Unanimously Resolved

1. That the application received from Mr W Solms on behalf of Atlas Tower to establish a free base telecommunication station on a portion of remainder of erf 1 (±64m²), Montagu not be approved and that the portion of land be leased by way of public tender for a 3-year period subject to the following conditions:

*Dat die aansoek ontvang vanaf Mnr W Solms vir die oprigting van 'n vrystaande kommunikasie basisstasie op 'n gedeelte van gedeelte van erf1 (±64m²), Montagu nie goedgekeur word nie en dat die gedeelte grond verhuur word by wyse van publieke tender vir 'n 3 jaar periode onderhewig aan die volgende voorwaardes:*

- 1.1 That it be confirmed that the portions of land are 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 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 portion of land be leased at a market related tariff and that 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.

*Dat die gedeelte grond verhuur word teen 'n markverwante tarief en dat die Huurder verantwoordelik sal wees vir die koste verbonde aan die verkryging van die huurwaarde sertifikaat. Die huurtarief sal jaarliks eskaleer met 'n persentasie wat bepaal word deur die VPI.*

- 1.3 That the portion of land be suitably fenced and that the fencing cost as well as the maintenance thereof be for the Lessee.

*Dat die gedeelte grond behoorlik omhein word en die koste hiervan sowel as die instandhouding daarvan deur die Huurder gedra word.*

- 1.4 That the cost for the supply of electricity will be for the Lessee.

*Dat die Huurder verantwoordelik sal wees vir die betaling van die voorsiening van elektrisiteit na die perseel.*

- 1.5 That the Lessee be responsible for the maintenance of the access road to the premises.

*Dat die Huurder verantwoordelik sal wees vir die instandhouding van die toegangspad tot die perseel.*

**B 5445 See item A3714 below**

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