



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

Kennis geskied hiermee van 'n Raadsvergadering
van die Raad van Langeberg Munisipaliteit wat gehou sal word op
31 JULIE 2024 om 10H00
in die **Raadsaal**, Munisipale Kantore, Kerkstraat, Robertson
om oorweging te verleen aan die items op die aangehegte agenda.

...

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

Notice is hereby given of a Council Meeting
of the Municipal Council of the Langeberg Municipality to be held on
31 JULY 2024 at 10H00
in the **Council Chambers**, Municipal Offices,
Church Street, Robertson to discuss the items on the appended agenda.

P. Hess

CLLR • RDL P HESS
SPEAKER

A G E N D A

~ 31 JULY 2024 ~

1. Opening / Opening
2. Attendance / Bywoning
3. Applications for leave of Absence / Aansoeke vir verlof tot afwesigheid
4. Approval of Minutes / Goedkeuring van Notule
 - 4.1 Confirmation of the Minutes of an Ordinary Meeting of the Council of Langeberg Municipality held on 30 May 2024 at 14h00 in the Council Chambers, Church Street, Robertson **05 - 09**
Bekräftiging van die Notule van 'n Gewone Vergadering van die Raad van Langeberg Munisipaliteit gehou op 30 Mei 2024 om 14h00 in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson.
 - 4.2 Confirmation of the Minutes of a Special Meeting of the Council of Langeberg Municipality held on 04 June 2024 at 10h00 in the Council Chambers, Church Street, Robertson **10 - 11**
Bekräftiging van die Notule van 'n Spesiale Vergadering van die Raad van Langeberg Munisipaliteit gehou op 04 Junie 2024 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) Verslae voorgelê aan die Raad vir oorweging (A Items)	15
12.2	Reports submitted to Council for consideration (AA Items) Verslae voorgelê aan die Raad vir oorweging (AA-Items)	- - -
12.3	Reports dealt with in terms of the delegated powers by the Mayoral Committee (B & BB Items) Verslae afgehandel deur die Burgemeesterskomitee in terme van gedelegeerde bevoegdhede (B & BB-Items)	162

A ITEMS

A4721	TRANSMUSE PTY (LTD): APPLICATION FOR THE EXCHANGE OF ERF 3822, MONTAGU WITH AN ADJACENT PORTION OF MUNICIPAL LAND (1.28HA) SITUATED ON A REMAINDER OF ERF 1, MONTAGU (7/2/R) (DIRECTOR: CORPORATE SERVICES)	15
A4722	PETITION WARD 3, BLOCK 10 ERVEN 3964 AND 3965, ROBERTSON (16/3/4/5) (DIRECTOR: CORPORATE SERVICES)	20
A4723	POSSIBLE ALTERNATIVE USE OF ERVEN 36 AND 37, PIET RETIEF STREET, ROBERTSON (7/2/R) (DIRECTOR: CORPORATE SERVICES)	24
A4724	REQUEST RECEIVED FROM CLLR C STEYN FOR THE CHANGING OF LIQUOR TRADING HOURS (14/1/1/6) (DIRECTOR CORPORATE SERVICES)	27
A4725	PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEBOURG MUNICIPALITY FOR JANUARY– MARCH 2024 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)	30
A4726	COUNCIL APPROVAL: REVIEW HOUSING AND SELECTION POLICY (17/5/4/4) (DIRECTOR COMMUNITY SERVICES)	34
A4727	NAMING OF NEW STREETS IN NKQUBELA, ROBERTSON (15/1/12/5) MANAGER: TOWN PLANNING	37
A4728	QUARTERLY REPORT BUILDING PLANS SUBMITTED: JANUARY 2024 – MARCH 2024 (9/2/1/5) (MANAGER TOWN PLANNING)	40
A4729	REPORT: ISSUES RAISED AT THE PORTFOLIO COMMITTEE MEETING ON 4 OCTOBER 2023 BY COUNCILLOR T COETZEE (16/1/R) (SNR MANAGER: CIVIL ENGINEERING SERVICES)	42
A4730	FRAUD & RISK MANAGEMENT COMMITTEE – FRAUD & RISK MANAGEMENT COMMITTEE REPORT AND UPDATED RISK REGISTER FOR QUARTER 3 – 2023 / 2024 (5/14/R) (CHIEF AUDIT EXECUTIVE)	45
A4731	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	46
A4732	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)	47
A4733	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	48
A4734	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	51
A4735	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : OFFICE OF THE MUNICIPAL MANAGER (9/2/1) (CHIEF FINANCIAL OFFICER)	52
A4736	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	53
A4737	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – APRIL 2024 : DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	54
A4738	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – APRIL 2024 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	55
A4739	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – APRIL 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	56
A4740	APPROVAL OF TENDER 24/2023: APPOINTMENT OF AN IMPLEMENTING AGENT FOR 10 YEARS (COMMUNITY SERVICES)	60
A4741	REPORT: THE SOUTH AFRICAN NATIONAL ENERGY DEVELOPMENT INSTITUTE (SANEDI) & UNIVERSITY OF PRETORIA IN-DEPTH ASSET MANAGEMENT STUDY IN COLLABORATION WITH SOUTH AFRICAN MUNICIPALITIES AND ELECTRICITY DISTRIBUTORS (MANAGER: ELECTRICAL ENGINEERING SERVICES)	63

A4742	STRYDOM STREET HOUSING PROJECT, MONTAGU – RECOMMENDATIONS & FINDINGS (COMMUNITY SERVICES)	65
A4743	TELEPHONE MANAGEMENT POLICY – FY 2024/25 (6/2/B) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	69
A4744	PERFORMANCE AGREEMENTS IN TERMS OF SECTION 57 (1)(a) OF LOCAL GOVERNMENT: MUNICIPAL SYSTEM ACT 32 OF 2000 (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)	71
A4745	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)	73
A4746	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	74
A4747	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	77
A4748	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : OFFICE OF THE MUNICIPAL MANAGER (9/2/1) (CHIEF FINANCIAL OFFICER)	80
A4749	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : DIRECTORATE FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	81
A4750	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2024 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)	82
A4751	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2024 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	83
A4752	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	84
A4753	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2024 : DIRECTORATE FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	85
A4754	APPOINTMENT OF MUNICIPAL MODERATION COMMITTEE FOR INDIVIDUAL PERFORMANCE MANAGEMENT (MANAGER HUMAN RESOURCES)	86
A4755	URGENT MOTION – CLLR T COETZEE (3/2/1/1) (DIRECTOR: CORPORATE SERVICES)	88
A4756	FEEDBACK TO COUNCIL: EXECUTION OF COUNCIL RESOLUTIONS: APRIL – JUNE 2024 (3/2/1/3) (MUNICIPAL MANAGER)	90
A4757	PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD – APRIL - JUNE 2024 (LED DEPARTMENT) (9/2/1/9)	91
A4758	RESUBMISSION OF REPORT TO COUNCIL TO OBTAIN PERMISSION TO SELL LAND (ERF 1908) IN MC GREGOR WHITE CITY – DIRECTOR STRATEGY AND SOCIAL DEVELOPMENT	93
A4759	MEMBERS OF THE LANGEBERG MUNICIPAL PLANNING TRIBUNAL: APPOINTMENT OF ADDITIONAL MEMBER AND EXTENSION OF TERMS OF OFFICE OF EXISTING MEMBERS MANAGER TOWN PLANNING 27/06/2024	96
A4760	QUARTERLY REPORT: BUILDING PLANS SUBMITTED: APRIL 2024 – JUNE 2024 (9/2/1/5) (MANAGER TOWN PLANNING)	99
A4761	AUDIT & PERFORMANCE COMMITTEE: SUBMISSION OF THE QUARTERLY REPORT FOR QUARTER 4 OF 2023 / 2024 (5/14/R) (CHIEF AUDIT EXECUTIVE)	101
A4762	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – MAY 2024 (9/2/1/3) (CHIEF FINANCIAL OFFICER)	102
A4763	BUSINESS CONTINUITY COMMITTEE: BUSINESS CONTINUITY MANAGEMENT POLICY – 2023 / 2024 (5/14/R) (CHIEF AUDIT EXECUTIVE)	103
A4764	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – JUNE 2024 (9/2/1/3) (CHIEF FINANCIAL OFFICER)	104
A4765	HALF YEARLY PRESENTATIONS BY THE LOCAL TOURISM ASSOCIATIONS	105

	(12/2/3/3) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	
A4766	QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: APRIL – JUNE 2024 (9/2/1/9) LED MANAGER	123
A4767	EXPENDITURE ON 2023/2024 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FOURTH QUARTER (5/1/3) DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	129
A4768	WRITE-OFF OF MUNICIPAL ASSETS – FINACIAL YEAR ENDED 30 JUNE 2024 : DIRECTORATE: FINANCIAL SERVICES (CHIEF FINANCIAL OFFICER)	130
A4769	STOCKTAKING 2023/24 FINANCIAL YEAR ~ OPERATING STORES (6/1/1) DIRECTOR FINANCIAL SERVICES	132

TRANSMUSE PTY (LTD): APPLICATION FOR THE EXCHANGE OF ERF 3822, MONTAGU WITH AN ADJACENT PORTION OF MUNICIPAL LAND (1.28HA) SITUATED ON A REMAINDER OF ERF 1, MONTAGU (7/2/R) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit a report to the Mayoral Committee for consideration regarding an application received from Messrs P & L Jansen on behalf of Transmuse Pty (Ltd).

Background

The following letter was received from Ms L Jansen:

"Transmuse Pty Ltd, the owner of Erf 874 and Erf 3822 Montagu, herewith wishes to apply to the Municipality of Montagu to swap Erf 3822 with an adjacent portion of land from the Municipality. The extend of this swap is about 1,28 hectares and will be cut from the Remainder of Erf 1 Montagu".

Comments:

Item B5658 was attached as Annexure A

The following comments were received:

Comments: Director: Strategy & Social Development

If the land swops to be considered by Council, it should be in terms of relevant laws and regulations and a proper consultation process with provincial and or National treasury to ensure compliance.

Comments: Director: Community Services

Due to compliance requirements as stated by the CFO, the land be sold on public tender.

Comments: Chief Financial Officer

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

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

The swap is hereby not supported because section 14 subsection 5 of the MFMA stipulates that the disposal of Municipal property must be competitive and consistent with the SCM policy therefore the disposal should be via an award and not a swap to ensure that it is competitive and in line with the MFMA.

See below extract from section 14 subsection 5 of the MFMA.

(5) Any transfer of ownership of a capital asset in terms of subsection (2) or (4) must be fair, equitable, transparent, competitive, and consistent with the supply chain management policy which the municipality must have and maintain in terms of section 111.

Comments: Manager: Electrical Engineering Services

The CFO's comment dismisses the application and therefore no comment from the Electrical Department

Comments: Manager: Civil Engineering Services

The CFO's comment dismisses the application and therefore no comment from Civil Engineering Services.

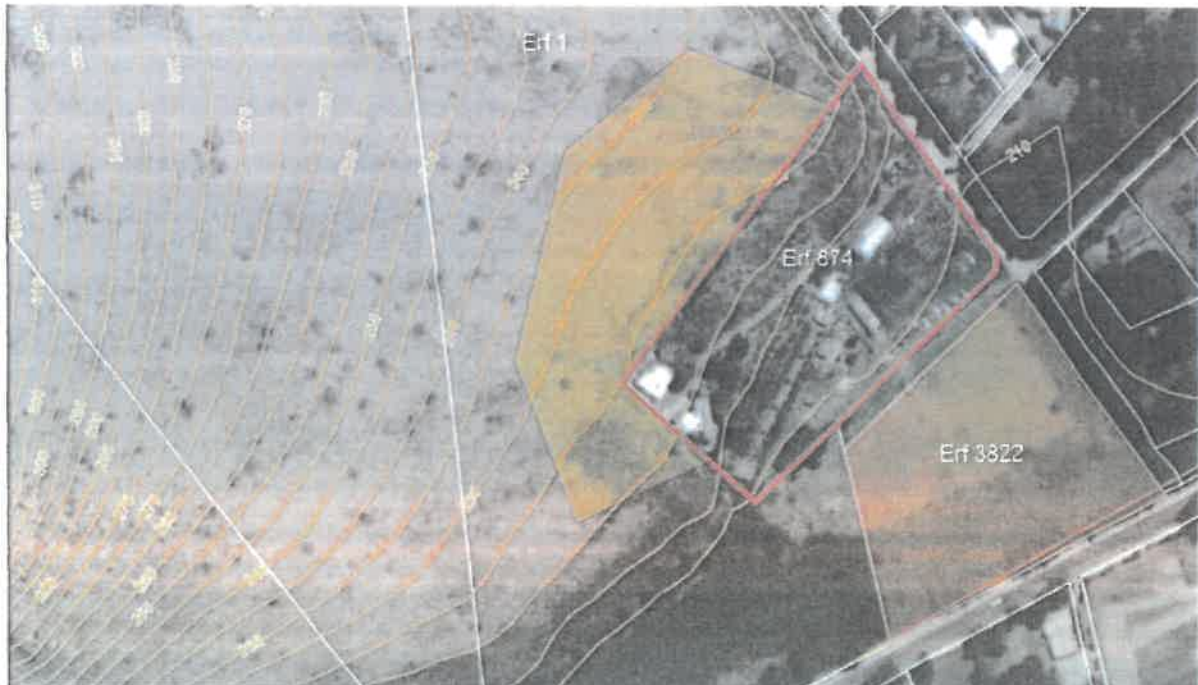
Comments: Manager: Town Planning

Consolidation of portion of Erf 1 Montagu with erf 874:

From a land use planning point of view, there is no objection to the proposal for the owner of Erf 874 to acquire a portion of erf 1 for consolidation with erf 874, subject to an application for subdivision, consolidation and rezoning, at the applicant's cost. The current zoning of the portion of erf 1 in question is Open Space III and will need to be rezoned to agricultural zone. The proposed consolidated erf will not be able to accommodate any more development than is currently permitted on Erf 874 but will allow the built development to be sited above the flood line. The alienation of the proposed portion of erf 1 Montagu to any other party, is limited by the lack of direct road access to this portion due to the steep topography.

Transfer of Erf 3822 to the Municipality:

There are advantages for the municipality to owning erf 3822 in relation to the work which must be done to secure the town entrance from future flood events at this important river junction. (Note: The information provided by the Jansen's relating to the increased flood impact on properties immediately upstream of the Kingna / Keisie confluence, is concerning in relation to the potential liability of the Municipality relating to the past construction of the berm at the Kingna / Keisie confluence).



Comments: Cllr Felix

I hereby support the application if it met all legal requirements.

Senior Manager: Administrative Support Services

Due to the fact that this plot (Erf 3822) is so critical in "flood-management" in our municipality (and may fit into Langeberg's RMMT), and the other plot – part of erf 1, Montagu is zone as a Public Open Space 3 and have no

direct road access and "if sold", be rezoned, it is recommended that this critical piece of land, not sold to anybody at this stage, before the completion of a public participation process.

Comments: Municipal Manager

The application for a land swap with the municipality has a long history of correspondence to the Engineering Department of the municipality where the owners of the property in Montagu, Mr P and Ms L Jansen have gone to great lengths to repeatedly point out the danger of the possible flooding of their property, during a flooding event, due to the construction of a berm to redirect the flow of the river from its normal flow.

During the weekend of 23 to 24 September 2023, the now well-known flooding event occurred within the Langeberg municipal area, and as predicted by the Jansen family the disastrous flooding event occurred and totally destroyed their property in Montagu.

Subsequent to the September 2023 flood disaster, a River Maintenance Management Plan (RMMP) steering committee meeting was held in Montagu to address the flood disaster damage. The committee consisted of the Municipal Manager, the Stand-in Professional Engineer, Mr Andrew Simmans, Mr Mike Mgajo, Mr Carel Posthumus and Mrs Tracy Brunings. Upon request from the Jansen couple from Montagu, the steering committee met with them to assess the flood damage to their property and also was presented with all the previous documentation forwarded to the municipality over the past years, warning of a potential disaster.

The Jansen family gave a detailed presentation of the extent of the flood disaster damage to their property. They lost their entire home in so far as that Mr Jansen had to swim into the home to save their young son and their domestic servant. They lost all their belongings and personal belongings and documentation were later recovered downstream as far as Stormsvlei. They also lost the majority of their farming livestock and they had to give away the remaining livestock as their land that they utilized for farming was in its entirety covered with silt.

The devastation that the Jansen family suffered due to the September floods has resulted that they are presently renting a home on another farm in Montagu and that they will not be able to farm on the land in future due to the tremendous cost involved in removing the thick layer of silt. Hence, their request to swap this piece of land with land belonging to the municipality which is situated higher up, above the floodline.

With regard to the proposed land swap, the municipality will also benefit from such an arrangement where the municipality will receive Erf 3822. There is a very strong argument that Erf 3822 is more ecologically and environmentally significant to the municipality because of the river and the known impacts from flooding throughout Montagu. In this regard it will assist the municipality as the landowner with its RMMP, in keeping the entrance to the Kloof entrance well maintained, which could have significant benefits for properties along the Keisie and Kingna rivers.

Although the unique situation of a land swap will be to the benefit of both the Jansen family and the municipality, the municipality is legally compelled to advertise the piece of land, favoured by the Jansen family, by public tender, as per our CFO's comments. The best solution to this matter will be that the municipality informs the Jansen family when the tender is advertised and that they are welcome to tender. In response to the outcome of the tender, the municipality can then consider the way forward in respect of the possible acquisition of Erf 3822.

Recommendation

1. That it be confirmed that the portion of land is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)
2. That the application received from Transmuse Pty (Ltd) for the exchange of erf 3822, Montagu with an adjacent portion of municipal land (1.28ha) situated on a remainder of erf 1, Montagu is not approved.
3. That a portion of municipal land (1.28ha) situated on a remainder of erf 1 adjacent erf 3822, Montagu be alienated by way of public tender subject to the following conditions:
 - 3.1 That the erf be alienated at a market related price.

- 3.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
- 3.3 That the buyer be responsible for all the connection fees for municipal services rendered to the property.
- 3.4 That the erven only be utilized for the purposes as prescribed in the applicable town- planning scheme.
- 3.5 That the buyer be responsible for all costs regarding the property in his/ her name.
- 3.6 That the buyer be responsible for all Town Planning cost involved which may include rezoning, subdivision, consolidation, surveying, registration of servitudes where applicable.
- 3.7 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing, which the offer will expire irrevocably.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 10 July 2024 (pg. 45 – 71)

This item served before the Corporate Services Portfolio Committee on 10 July 2024
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 10 Julie 2024
Recommendation / Aanbeveling

1. That it be confirmed that the portion of land is not needed for the provision of the minimum level of basic municipal services. (S14 of the MFMA 2003, Act 56 of 2003)
2. That the application received from Transmuse Pty (Ltd) for the exchange of erf 3822, Montagu with an adjacent portion of municipal land (1.28ha) situated on a remainder of erf 1, Montagu is not approved.
3. That a portion of municipal land (1.28ha) situated on a remainder of erf 1 adjacent erf 3822, Montagu be alienated by way of public tender subject to the following conditions:
 - 3.1 That the erf be alienated at a market related price.
 - 3.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
 - 3.3 That the buyer be responsible for all the connection fees for municipal services rendered to the property.
 - 3.4 That the erven only be utilized for the purposes as prescribed in the applicable town- planning scheme.
 - 3.5 That the buyer be responsible for all costs regarding the property in his/ her name.
 - 3.6 That the buyer be responsible for all Town Planning cost involved which may include rezoning, subdivision, consolidation, surveying, registration of servitudes where applicable.
 - 3.7 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing, which the offer will expire irrevocably.

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024
Aanbeveling / Recommendation

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

2. That the application received from Transmuse Pty (Ltd) for the exchange of erf 3822, Montagu with an adjacent portion of municipal land (1.28ha) situated on a remainder of erf 1, Montagu is not approved.
3. That a portion of municipal land (1.28ha) situated on a remainder of erf 1 adjacent erf 3822, Montagu be alienated by way of public tender subject to the following conditions:
 - 3.1 That the erf be alienated at a market related price.
 - 3.2 That a deposit of 10% be payable with the signing of the deed of sale and that the remainder of the purchase price be payable with registration.
 - 3.3 That the buyer be responsible for all the connection fees for municipal services rendered to the property.
 - 3.4 That the erven only be utilized for the purposes as prescribed in the applicable town- planning scheme.
 - 3.5 That the buyer be responsible for all costs regarding the property in his/ her name.
 - 3.6 That the buyer be responsible for all Town Planning cost involved which may include rezoning, subdivision, consolidation, surveying, registration of servitudes where applicable.
 - 3.7 That the purchase deal be finalized within a period of 8 months after allocation of the property, failing, which the offer will expire irrevocably.

PETITION WARD 3, BLOCK 10 ERVEN 3964 AND 3965, ROBERTSON (16/3/4/5) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit a report to Council for consideration following a petition received from Ward 3, block 10; Robertson.

Background

The petition as referred to above state the following as the content of the petition:

"Ons vra dat die gedeelte waar Johnsonstraat stop, toe te maak vir motors wat 'n kortpad roete na Meyersingel maak. Ook die gedeelte vanaf Wesleystraat na Meyersingel. Verskeie ongelukke het al hier voorgekom a.g.v hierdie onwettige kortpad roete."

The comments of the relevant Ward Cllr, Cllr P Hess is as follow:

"Ek bevel ook aan dat dit toegemaak word. Wat is die moontlikheid dat die oop gedeelte in erwe opgesny word en dan verkoop word."

Attached to this report is a copy of the petition and a location map of the area referred to.

For clarity is it erven 3964 and 3965 that the matter relates to.

Comments: Manager Town Planning

The following notes from a land use planning perspective:

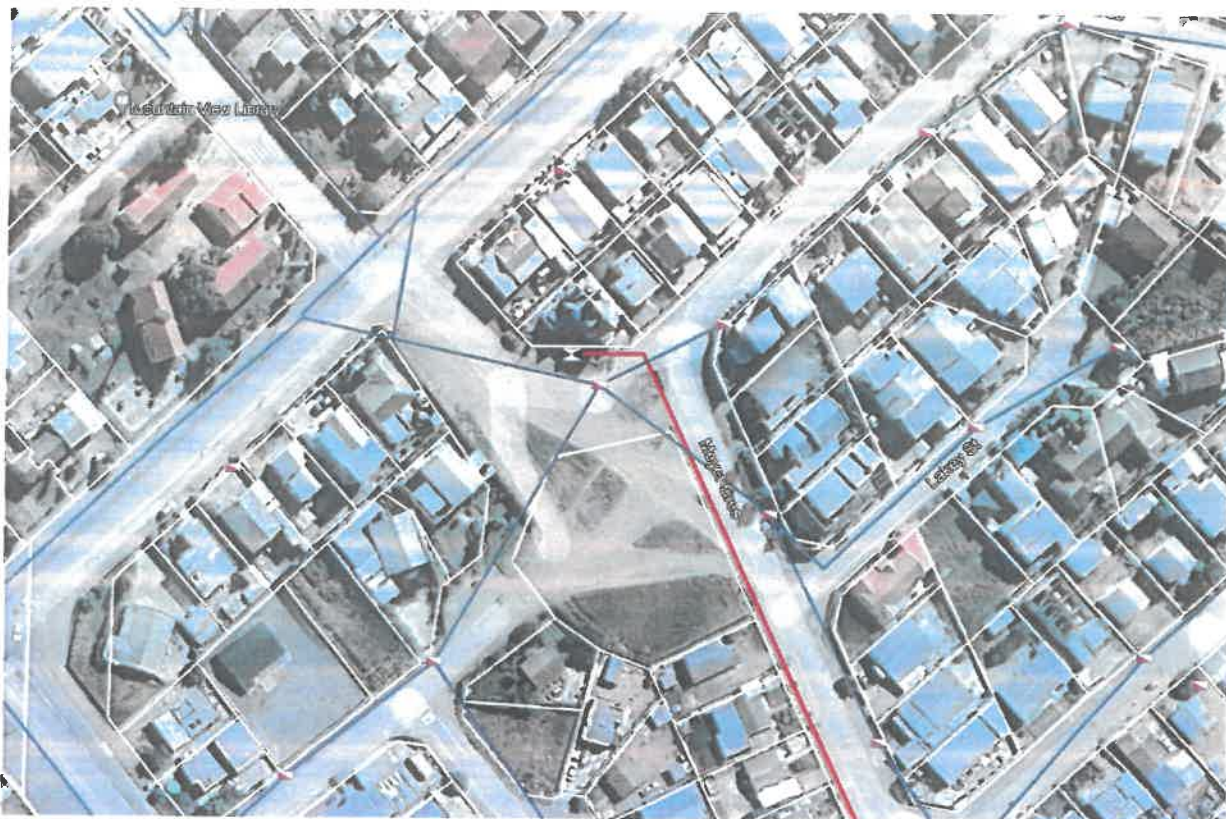
- The land in question comprises Erven 3964 and 3965 as shown on the attached plans, which are owned by the municipality.
- Erf 3964 is zoned Public Open Space and 3965 is zoned Single Residential. As such this land is not intended for use as a road and there should be no through-traffic across these erven.
- According to Michelle Hucklesby, erf 3964 is not used for a park or planned to be developed as a park and is a regular dumping area which Parks and Solid Waste clean. I am not sure if there are any proposals for erf 3965.
- The complaint therefore appears to be valid and the proposal to use this land for housing has merit (approximately 3400m²) in total – suitable for Single Residential erven and / or a private development of a complex of units or block of walk-up flats – could be assessed as part of the current Human Settlement Plan (GAP?) and included in the SDF). Alternatively, the site would also be suitable for an ECD or other community facility.

Comments: Manager Electrical Engineering Services

The Electrical Department has various underground services at this location.

These services would have to be plotted exactly to ensure that land is not sold where access to services could become a problem later on.

The diagram below is not 100% accurate ...



Comments: Snr Manager: Civil Engineering Services

Comments from Civil Engineering is as follows.

- A berm will be placed on the property to prevent the illegal drive trough of vehicles.
- With regard to the proposal to sell this portion for possible development can be considered. However, there are existing water and sewer infrastructure on this property that needs to be taken into consideration before possible sale of this property. A servitude must also be registered before the sale of this property. Please refer to the attached plans (ROB-E7) for the location of the water and sewer infrastructure, The actual position of the infrastructure must be determined on site.

Comments: Cllr P Hess

"I support the initial request that was submitted. I further support and agree with the comments to consider the land to be used for residential development."

Comments: Director Strategy & Social Development

If the municipal services could be accurately plotted, mapped, and indicated on a plan, the remaining land could be evaluated for residential development. Meanwhile, during this process, berms must be strategically placed to prevent vehicles from crossing the land.

Comments: Director Community Services

The complaint therefore appears to be valid and the proposal to use this land for housing has merit (approximately 3400m²) in total – suitable for Single Residential erven and / or a private development of a complex of units or block of walk-up flats – could be assessed as part of the current Human Settlement Plan (GAP?), and included in the SDF). I agree with the above comment from Town Planning to use for GAP or Social housing as it will be a natural extension from the current area. This can be sold on the same basis of Mpini Street.

Comments: Director Financial Services

The closing of a public road would necessitate a public participation process.

Comments: Director Corporate Services

As an interim measure berms should be erected at the entrances of the roads bordering the two erven. The issue of the current Municipal Services over the property, the feasibility to move the services to allow the longer portions of the two erven to be developed and the costs involved thereof first need to be determined. Once the aforementioned has been considered and finalized consideration can then be given if erven 3964 and 3965 must be sold via public tender for development or as two residential erven.

Comments: Municipal Manager

I fully support the recommendation to Council as such encapsulates all the comments and inputs from various Directorates and Departments. Further in the time being we can address the short cut throughway by the strategic placement of berms.

Recommendation

1. That the petition received from Ward 3, block 10 Robertson be noted.
2. That berms be erected at the roadside entrances of erven 3964 and 3965, Robertson.
3. That further investigation be done in relation to the possible relocation of municipal services currently crossing erven 3964 and 3965, Robertson to determine if it can be moved, the costs involved thereof and who will have to pay for the costs to move the services.
4. That after the report as mentioned under point 3 has been received and considered, the possible alienation of erven 3964 and 3965, Robertson be considered.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 10 July 2024 (pg. 75 – 80)

This item served before the Corporate Services Portfolio Committee on 10 July 2024

Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 10 Julie 2024

Recommendation / Aanbeveling

1. That the petition received from Ward 3, block 10 Robertson be noted.
2. That berms be erected at the roadside entrances of erven 3964 and 3965, Robertson.
3. That further investigation be done in relation to the possible relocation of municipal services currently crossing erven 3964 and 3965, Robertson to determine if it can be moved, the costs involved thereof and who will have to pay for the costs to move the services.
4. That after the report as mentioned under point 3 has been received and considered, the possible alienation of erven 3964 and 3965, Robertson be considered.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

1. That the petition received from Ward 3, block 10 Robertson be noted.
2. That berms be erected at the roadside entrances of erven 3964 and 3965, Robertson.

3. That further investigation be done in relation to the possible relocation of municipal services currently crossing erven 3964 and 3965, Robertson to determine if it can be moved, the costs involved thereof and who will have to pay for the costs to move the services.
4. That after the report as mentioned under point 3 has been received and considered, the possible alienation of erven 3964 and 3965, Robertson be considered.

POSSIBLE ALTERNATIVE USE OF ERVEN 36 AND 37, PIET RETIEF STREET, ROBERTSON (7/2/R) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit to Council for consideration a report on the possible alternative use of erven 36 and 37, Piet Retief Street, Robertson.

Background

Erven 36 and 37 in Piet Retief Street, Robertson has been used as a park for many years but has become a place where regular complaints are received because of the alcohol usage on the land, persons urinating against the boundary walls of adjoining houses, soccer field and a place of gathering by groups of people.

Due to the fact that the issues and usage has actually increased the past months, the possible alternative use of the erven, or portions thereof should be considered.

The erven are zoned open space zone 1 (public open space) and the size of the erven are (erf 36 – 2141m²) and (erf 37 – 2141m²), combined it measures 4282m².

Attached to the report is a map indicating the erven.

Comments: Manager Town Planning

The possible alternative use of erven 36 and 37 Robertson is not supported from a land use planning point of view, given the following considerations:

- Erven 36 and 37 are zoned Open Space I (Public Open Space) and are well developed and well used as public open space.
- There are relatively few developed, usable public open spaces within the central area of Robertson.
- In terms of the Langeberg SDF, 2015, public open spaces are recognised as an important urban structuring element and a contributor to the heritage character of Robertson. As stated in the LSDF:

PUBLIC SPACES:

10. One of the major contributors to the character of any Heritage Area is its street trees, leiwatervat, kerbing, paving and other public open spaces. These should not be changed or altered without the impacts on the character of the Heritage Area within which they are located being weighed up against the advantages of the proposed changes.

- Further, the LSDF proposes the preparation of a public open space management policy. Whilst the management of public open spaces is a challenge, the reduction in the availability of public open space must be assessed in terms of the desirability thereof for the general public. Notwithstanding the problems experienced, many other members of the public frequent this park and use it as is intended.

Any proposed change in zoning will be required to follow the necessary applications in terms of the Langeberg Land Use Planning Bylaw, 2015.

Comments: Manager Electrical Engineering Services

No objection from the Electrical Department. We do have electrical infrastructure on the boundaries of the affected properties; it is recommended that this be discussed in more detail should this application move forward and when more information regarding the proposed new use is available.

Comments: Snr Manager: Civil Engineering Services

The Civil Engineering Department has no objection to the above proposal on condition that:

1. Any cost relating to connection to the water and sewer network will be for the account of the applicant.
2. It must be noted that there is a sewer pipeline on the north-western boundary of the property. Detail in this regard can be obtained from the Civil Engineering Department.
3. Access for erf 36 can be obtained from Constitution Street and Erf 37 from Victoria Street.

Comments: Cllr C Steyn

I have no objection with the discussion moving forward and the investigation of possible alternative use.

Comments: Director Strategy & Social Development

The proposal for an alternative use of the park is supported. Presently, the park serves as a venue for drinking, gatherings of labour brokers to compensate their workers, and religious assemblies. Given its proximity to the SPAR complex, there is a need for extra parking capacity, especially due to significant weekend traffic congestion caused by vehicles travelling through our area and stopping for food. It is recommended to explore the option of reducing the park's size to accommodate additional parking facilities.

Comments: Director Community Services

I fully agree with the first two points made by the Manager: Town Planning. This park is referred to as "Spar parkie" and extensively used, especially at lunch times and on weekends.

Comments: Director Financial Services

No objection from the Finance department.

Comments: Director Corporate Services

Some of the comments is in favour of the alienation and some not. Although there may be a need to have open spaces and parks in our towns, the problems that arise from these areas and parks create many problems for the residents living in close proximity of those erven, let alone the criminal activities and problems that is experienced on an ongoing basis. I am of the opinion that the decision should be taken in principle that the intention of the municipality to alienate erven 36 and 37, Piet Retief Street, Robertson be advertised for public comments. That after the public comments period has passed, the matter be resubmitted to Council for consideration.

Comments: Municipal Manager

The recommendation to Council is supported.

Recommendation

That Council in principle support the process to advertise for public comments the possible closure of erven 36 and 37 Piet Retief Street (public open space) and then to alienate erven 36 and 37, Robertson for development.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 10 July 2024 (pg. 83)

This item served before the Corporate Services Portfolio Committee on 10 July 2024

Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 10 Julie 2024

Recommendation / Aanbeveling

That Council in principle support the process to advertise for public comments the possible closure of erven 36 and 37 Piet Retief Street (public open space) and then to alienate erven 36 and 37, Robertson for development.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2024

Aanbeveling / Recommendation

That Council in principle support the process to advertise for public comments the possible closure of erven 36 and 37 Piet Retief Street (public open space) and then to alienate erven 36 and 37, Robertson for development.

REQUEST RECEIVED FROM CLLR C STEYN FOR THE CHANGING OF LIQUOR TRADING HOURS (14/1/16)
(DIRECTOR CORPORATE SERVICES)

Purpose of report

To submit to Council for consideration a request received from Cllr C Steyn on the amendment to the trading hours for liquor.

Background

The following is the request received from Cllr C Steyn:

"Good Morning Mr Lubbe

In terms of S5(1) of the Langeberg liquor-trading by-laws.

"A license for the sale of liquor for consumption off the licensed premises may sell liquor from 08:00 to 20:00 on any day of the week, except on Good Friday and Christmas day when liquor may only be sold between 08:00 and 13:00".

I would like to propose that this section be amended to state that the sale of off-site consumption be prohibited on a Sunday.

My motivation is as follows:

According to S12(5)

"A licensee must in respect of licensed premises where liquor may only be consumed off-side, ensure that no liquor is consumed on the premises or in public in the vicinity of the premises".

I can state, with confidence, that this is not the case.

One has to merely walk through Robertson on a Sunday afternoon and see for oneself. The municipalities infrastructure and staff are under severe pressure, not only to maintain old infrastructure but also to keep Robertson in particular clean. Cleaning staff start on a Sunday morning, by the time they are done it looks worse. Reitz street is a prime example, and even in front of Pick 'n Pay's liquor store. Citizens are consuming liquor on the sidewalk and urinating in the street. On Saturday, the 25th of April there were no less than 5 people urinating at the same time in Reitz street, all of them inebriated. I can only assume that they have just come from the liquor store. On a Sunday evening the roads are littered with empty alcohol bottles and various containers, the roads closets to the liquor outlets stink of urine, and sometime faeces. This is not even mentioning the park on located at Constantia street and Paul Kruger. The bigger liquor outlets simply aren't doing their part and in all fairness, I believe the Western Cape Liquor Authority will revoke their licenses under these circumstances.

I have spoken to some of the owners of smaller off-sales who have informed me that they would rather want to be closed on a Sunday, however, if they're closed and someone else is open they lose the business. If the by-law were to state that everyone is closed they would be satisfied with that.

It would also give our staff some respite for the week. We do not have the capacity under our law enforcement to continuously police this nor do we have the manpower to ensure that the streets and surrounding areas are kept clean due to the result of this. It has also been brought to my attention that business owners would welcome this because there would be less chance that their employees would still be under the influence of alcohol. I mentioned but a handful of reasons, however my biggest motivation is still the fact that liquor outlets are not fulfilling their side of the by-law nor do I believe they have the capacity or will to do so.

In this matter I am convinced that the pro's will outweigh the con's and as council we must make decisions that improve our community. Therefore I would like to request that this proposal be formulated into a proper item and be brought forth for discussion at the first available portfolio meeting under which it will be discussed and then be tested in public.

Regards

Cllr C Steyn"

Attached to this report is a copy of our current Liquor Trading By-Law.

Comments: Manager Town Planning

In considering the request to amend the Langeberg Liquor Bylaw (trading hours to exclude liquor sales on a Sunday), it is prudent to consider what lead up to the approval of the current Bylaw – please see attached Council item A3328.

The current concerns raised by Councillor Steyn are: littering, public drinking, and public indecency. Whilst these valid concerns require urgent attention, these problems are unlikely to be resolved by changing the trading hours. Further, based on the experience of compiling the Bylaw, the process to amend the Bylaw will inevitably be protracted and contentious and will likely divert energy away from addressing the aforementioned problems.

Considering the above, whilst amendments to the Bylaw can be considered, the issue of drinking and being drunk in public is the most frequently raised concern by members of the public and the SAPS. Specialist legal advice and liaison with SAPS seems necessary to clarify the current options available to address public drinking. My understanding of current legislation in this regard is as follows:

- The Langeberg Bylaw: Control of Undertakings that Sell Liquor, 2017 relates to the control of liquor outlets and hours of operation; but does not address drinking in public.
- The Prevention and Suppression of Nuisances Bylaw, 2010 includes a provision in Section 3(ix) relating to no offensive substances in public places, but it may be argued that this does not / is not intended to deal with liquor.
- In the WC Liquor Act, Section 76(a)(ii) refers to being drunk in public as being an offence (but not "drinking"), whilst Section 80 (1) refers to drinking in a vehicle being an offence. There seems to be a gap in the WC Liquor Act when it comes to prohibiting drinking in public. I have raised this with the WC Liquor Board official who we deal with on liquor licence applications, Mr Robin Peterson. He indicated that this is covered in the National Liquor Act and would confirm the relevant section of the legislation. I have not had a response in this regard.
- The Langeberg Bylaw Relating to Roads and Streets, 2023, is a relatively new Bylaw and it does prohibit being drunk and drinking on a public street (Section 33(k)) - attached.

Comments: Director: Financial Services

There are no objections from Finance.

Comments: Director: Community Services

Role players and or affected parties be consulted to gain their views before submission to council.

Comments: Director: Strategy & Social Development

The proposal to amend the Bylaw to restrict off-site consumption sales on Sundays can only be entertained following a thorough public participation process, ensuring all affected businesses can provide input and express their concerns. Once feedback is gathered, the revised report should be resubmitted to Council for further consideration.

Comments: Director Corporate Services

The comments of the Manager Town Planning is noted. The issue raised by Cllr Steyn is that the sale of Liquor on Sundays for off site consumption be prohibited. Although there are some places / businesses who sell liquor who decided not to be open on Sundays, can it not be forced on all seeing that the by-law does allow the sale of liquor on Sundays for off-site consumption.

Council will have to consider the request and if agreed in principle, and a decision to this effect is taken, the process to amend the Langeberg Liquor by-law will have to be followed.

Comments: Municipal Manager

Council is requested to carefully consider this matter. I have full understanding and recognition for what Cllr Steyn is trying to achieve, however, to amend liquor trading hours will not address the problem of substance abuse, public disobedience and ill behaviour. In my mind, in doing away with sales on Sundays, the result will be created that a number illegal shebeens will open up all over Langeberg.

We should also not forget that we now have our Langeberg Safety Forum with its three clusters, and it is a matter such as this that can prove a valuable proof run of a first initiative that is jointly pursued by cluster members such as Langeberg Municipality Law Enforcement, SAPS, the Liquor Authority, Socio welfare and other members.

Recommendation

1. That Council considers the request received from Cllr C Steyn to amend the Langeberg Liquor By-Law to prevent the sale of liquor on Sundays for all site consumption.
2. That if the request is approved, the process be proceeded with to amend the Langeberg Liquor By-Law to this effect.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 10 July 2024 (pg. 87 – 99)

This item served before the Corporate Services Portfolio Committee on 10 July 2024

Die item het voor die Korporatiewe Dienste Portefeulje Komitee gediens op 10 Julie 2024

Recommendation / Aanbeveling

1. That Council considers the request received from Cllr C Steyn to amend the Langeberg Liquor By-Law to prevent the sale of liquor on Sundays for all site consumption.
2. That if the request is approved, the process be proceeded with to amend the Langeberg Liquor By-Law to this effect.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 24 Julie 2024

Aanbeveling / Recommendation

1. That Council considers the request received from Cllr C Steyn to amend the Langeberg Liquor By-Law to prevent the sale of liquor on Sundays for all site consumption.
2. That if the request is approved, the process be proceeded with to amend the Langeberg Liquor By-Law to this effect.

PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEBERG MUNICIPALITY FOR JANUARY– MARCH 2024 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)

PURPOSE

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

BACKGROUND

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

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

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

B5686

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

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

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

Eenparig Besluit / Unanimously Resolved

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

A4169

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

RECOMMENDATION

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

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

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

Aanbeveling / Recommendation

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

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

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

Aanbeveling / Recommendation

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

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

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

Eenparig Besluit / Unanimously Resolved

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

PROJECT READINESS: PROJECTS

IMPLEMENTATION PLAN OF LANGEBOEG PROJECTS	PROGRAMME	2023/2024		COMMENTS
		SITES SERVICE D	HOUSE S BUILT	
McGregor	IRDP		10	Ten Subsidy applications has been submitted to the Department of which 8 has been approved and 2 declined. The housing section has submitted an additional two to the department.
McGregor informal settlement	UISP			After the appointment of an Implementing Agent a formal application can be lodge to DEA for the review of the current conditions of the Environmental Authorisation.
Bonnievale Boekenhoutskloof (224)	UISP	574		- Construction commenced 18 August 2023. - Phase 1, 2, 3 and 6 relocations completed out of the road reserve. - Access to link road and link services 75% complete - Internal services 45% complete - Budget expenditure for the 2023/24 financial year 100%
Montagu Mandela Square (173)	UISP	148		- DEADP respond on the Notice of intent to develop Mandela Square has resulted in no 24 G fine as settlement originated in 1995 prior to the promulgation of the Environmental Impact Assessment Regulations. Therefore, a basic assessment process needs to be followed. - The housing department requested that funding for planning be put on the Business plan for 2024/25 financial year.
Bonnievale Uitsig (68)	IRDP: TOPS		58	- Council prioritised 31 qualifying applicants from Uitsig and the rest from Bonnievale waiting list. - Currently no formal street layout. Project Initiation Document to be completed and submitted to the Department.

				Project included as part of the scope by the new implementing agent to be appointed.
Bonnievale Uitsig	10 Flips units			Cost price per unit is subject to input cost.
Montagu Strydom Street (14)	IRDP: TOPS			- Project will entail the demolition of existing structures and the redevelopment of 14 new structures. - The current site will not be able to accommodate 14 BNG structures. - The housing section with Town planning has identified a possible site within a 2km radius of Strydom Street. - Project has been listed as part of the scope for the newly appointed service provider.
Robertson Heights	IRDP: TOPS			- Currently the site is occupied with 26 structures. The Housing Department has requested legal assistance in the form of an interdict as a tool to contain. - Project has been halted until the municipality can confirm bulk infrastructure.
Title Deed Restoration Programme			713	- In 2022 Sethosa Inc was appointed to assist in transferring 50 deeds of sale. The Housing department has handed over 50 signed deeds. - The challenges with transfers were the lack of the original titles which was provided to the municipality In July 2023 from the previous conveyancer. Therefore, transfers could be expected within the next two quarters. - In February 2023 Council signed MOU for the appointment of Kayalam to assist the municipality in transferring all state-owned units. Currently they are assisting with transfers, cancelation of bonds and land use approvals where possible. - By end of March 2024, 36 properties were registered as part of the TRP program.

RECOMMENDATION

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

This item served before a Community Services Portfolio Committee on 10 July 2024
Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 10 Julie 2024
Aanbeveling / Recommendation

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

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 24 Julie 2024
Aanbeveling / Recommendation

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

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

Purpose of report

Council to consider draft housing administration policy to replace approved housing selection policy of 28 February 2023.

Background

The current Housing Selection Policy has been approved by the Langeberg Municipal Council in February 2023 (See Attached).

In 2023 the Western Cape Department of Human Settlements issued a Selection of Housing Beneficiary template. The template provided in this document aims to guide municipalities to apply the Amended Framework Policy for the Selection of Housing Beneficiaries in Ownership-based Subsidy Projects, 2022 (the Framework Policy). The template provided is a complete model that complies with the Framework Policy.

This item served before an Ordinary Meeting of Council on 28 February 2023

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 28 Februarie 2023

Eenparig Besluit / Unanimously Resolved

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

Comments

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

1. Housing Demand Database (Section 4)
2. Allocations (Section 5)
3. Macro level considerations for IRDP and UISP projects (Section 6)
4. IRDP Projects (Section 7)
5. UISP Projects (Section 8)
6. Post-beneficiary selection processes

Relevant documentation is attached to this report

- Langeberg Housing Selection Policy February 2023
- Draft Housing Selection Policy 2024
- Selection of Housing Beneficiary template

Comments: Director Corporate Services

I note the content of the policy. I do however not agree with clause 5.1 Evictees as this is a recipe for disaster. This will be used by people to jump the que and get housing before people who have been on the housing waiting list in some cases 20 to 30 years and not be consider as the Evictees will get preference.

If this is a condition in the policy, it can result in people illegally occupying land knowing that they will be evicted and then have preference to receive housing. In many instances it is people who came from other areas in South Africa to benefit in Langeberg.

Comments: Director Strategy & Social Development

Since this a draft policy that has an external impact on communities the policy should be to advertise for public comments, whereafter the comments can be submitted to Council for approval

Comments: Director Financial Services

The policy should be advertised for public comments.

Comments: Town Planning

The Spatial Development Framework should be referenced under section 3.2.

The hierarchy of policies perhaps needs some thought, such that the SDF takes precedence or is the overarching policy to ensure the SDF is not usurped.

Service provision shall be in accordance with existing policies for Informal Settlement, Backyarders and Indigents. If these policies exist they should be referred to directly.

Emergency Assistance 10 (h) refers. That a chronic lack of services and or abuse of services may become interpreted as grounds for Emergency Assistance should be looked at.

Additional Information

According to Chapter 12 of the Emergency Housing Programme under the National Housing Code it obliges municipalities to 'investigate and assess the emergency housing needs within their areas and undertake proactive planning in that regard. The courts interpretation of this place the following duties and responsibilities on municipalities, which include policies that speak to emergency housing, be notified of evictions, mediate, and engage with all stakeholders. By excluding vulnerable occupiers evicted from private land from its emergency housing programme/ policy, the municipality arbitrarily excluded them from the planning, budgeting, and implementation processes necessary to give effect to the programme.

Comments: Municipal Manager

The recommendation to Council is supported provided that the proposed housing policy addresses the following:

1. Illegal land occupation with the purpose to receive housing prior to beneficiaries that have been legally waiting on beneficiary lists.
2. The proposed housing policy should be subject to the Langeberg Spatial Development framework (SDF), which will be the superseding framework for human settlement development.
3. The proposed housing policy, in terms of Chapter 12 of the Emergency Housing Programme, must make provision for emergency housing needs and the related planning, budgeting and implementation.

Recommendation / Aanbeveling

1. For the portfolio to take cognisance of the amendments made to the housing and selection policy to align it with both national and provincial frameworks.
2. Portfolio to endorse changes made to the policy prior to public participation and council approval.

NOTE: The annexure was distributed as part of the agenda for the Community Services Portfolio Committee meeting of 10 July 2024 (pg. 11 – 139)

This item served before a Community Services Portfolio Committee on 10 July 2024

Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 10 Julie 2024

Aanbeveling / Recommendation

1. For the portfolio to take cognisance of the amendments made to the housing and selection policy to align it with both national and provincial frameworks.
2. The Portfolio notes the changes made to the policy prior to public participation and council approval.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

1. For the portfolio to take cognisance of the amendments made to the housing and selection policy to align it with both national and provincial frameworks.
2. The Portfolio notes the changes made to the policy prior to public participation and council approval.

NAMING OF NEW STREETS IN NKQUBELA, ROBERTSON (15/1/12/5) MANAGER: TOWN PLANNING

THE RELEVANT DOCUMENTATION RELATING TO THIS REPORT IS ATTACHED AT PAGES TO ... OF THE ANNEXURES.

Purpose of report

To submit a report, for the consideration of Council, relating to the naming of four streets in the residential extension next to the Nkqubela sports field. The following documents, as attached, relate to this report:

- Layout Plan dated September 2022.
- Minutes of Ward 2 Committee meeting held on 6 February 2024.
- Minutes of community meeting dated 5 March 2024.
- Council's "Policy for Naming and Numbering of Streets" (Council ResIn No. A2926).

Background

Four new streets were established as part of a housing project immediately adjoining the Nkqubela sports field. The houses are already occupied, and the naming of these streets is long overdue. Street names were originally requested from the ward committee on 8 September 2022 and although names were approved at a ward committee meeting on 5 September 2023, further community engagement followed.

The Ward 2 Committee considered this matter at its meeting held on 6 February 2024 and the street names were also considered and recommended for approval at a community meeting held on 6 March 2024. The following names are recommended, read in conjunction with the attached plan referenced NKQ-PTN/ RE 136NKQ-LBM-SN4(SEPT 2022):

STREET NO. ON PLAN NKQ-PTN/ RE 136NKQ-LBM-SN4(SEPT 2022)	PROPOSED STREET NAME	REASON GIVEN FOR PROPOSED NAME
1	Thembisile Mankayi	Community activist against drug abuse in the ward.
2	Solomon Khuselo	Community activist in fighting crime in the ward.
3	Megie Nondala	One of the core founders of Nkqubela Primary School.
4	Desmond Tutu	In recognition of his contribution towards reconciliation of all South Africans.

Comment: Manager: Town Planning

The lack of street names in this area has hampered efficient service delivery and emergency services and inconvenienced residents and should be finalised without further delay.

The procedure for naming of streets, as set out in Section II of Council's "Policy for Naming and Numbering of Streets", has been correctly followed.

The proposed names comply with the following rules for naming streets as set out in Section III of Council's "Policy for Naming and Numbering of Streets":

- ✓ The proposed names do not duplicate any existing names within Robertson and Nkqubela.
- ✓ The proposed names are unlikely to cause confusion in terms of similar existing street names.
- ✓ The proposed names are in keeping with the theme of the street names in the adjoining established residential area, which give recognition to persons of significance to local residents.

Council's attention is drawn to rule 14 in Section III of Council's "Policy for Naming and Numbering of Streets", and the discretion which Council may exercise in this regard, namely: *"No streets shall be named after countries or living people, except in exceptional circumstances as the Council may agree. Any proposals to name after people must be accompanied by a detailed motivation indicating why the person is worthy of the honor. In rare instances where a person's name is used, the person's name and surname must be used, as a reflection of the honor bestowed upon them"*.

It is considered that the names proposed for roads 2 and 4 should be exchanged with each other: Desmond Tutu Drive should be allocated to the main loop road within this area, considering the stature of this individual. Further, in accordance with Table 1 in Council's "Policy for Naming and Numbering of Streets", the suffix "Drive" should be used to convey the fact that this is a relatively long, looped road. The other roads are allocated the suffix "Street", as indicated in the recommendation below.

Comments: Director Community Services

Propose naming of streets supported.

Comments: Director Corporate Services

Contents of the report is noted.

Comments: Director Financial Services

The content of the report is noted.

Comments: Director Strategy & Social Development

The proposed names are supported as it followed the process via the Ward Committee.

Comments: Municipal Manager

The recommendation to Council is supported.

Recommendation

That the following street names in Nkqubela, Robertson be approved, as shown on the plan referenced NKQ-PTN/ RE 136NKQ-LBM-SN4(SEPT 2022):

1. Thembisile Mankayi Street; 2. Desmond Tutu Drive; 3. Megie Nondala Street; and 4. Solomon Khuselo Street

NOTE: The annexure was distributed as part of the agenda for the Engineering Services Portfolio Committee meeting 10 July 2024 (pg. 08 – 20)

This item served before the Engineering Services Portfolio Committee on 10 July 2024
Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 10 Julie 2024
Aanbeveling / Recommendation

That the following street names in Nkqubela, Robertson be approved, as shown on the plan referenced NKQ-PTN/ RE 136NKQ-LBM-SN4(SEPT 2022):

1. Thembisile Mankayi Street
2. Desmond Tutu Drive
3. Megie Nondala Street
4. Solomon Khuselo Street

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 24 Julie 2024

Aanbeveling / Recommendation

That the following street names in Nkqubela, Robertson be approved, as shown on the plan referenced NKQ-PTN/ RE 136NKQ-LBM-SN4(SEPT 2022):

1. Thembisile Mankayi Street
2. Desmond Tutu Drive
3. Megie Nondala Street
4. Solomon Khuselo Street

QUARTERLY REPORT BUILDING PLANS SUBMITTED: JANUARY 2024 – MARCH 2024 (9/2/1/5)
(MANAGER TOWN PLANNING)

PURPOSE OF REPORT

The purpose of this report is to inform the Council about the current & approved building plans in terms of the National Building Regulations and Building Standards Act, Act 103 of 1977, as amended.

Background

The Engineering Portfolio Committee requested that a quarterly report be submitted regarding approved building plans. This information is a summary from the building plan register for January to March 2024 and covers Robertson, McGregor, Bonnievale, Ashton, Montagu, and surrounding rural areas.

Comments

Building plan applications are submitted to the Building Control Offices, after which the relevant Departments and Heritage Committees provide comments on the respective applications at weekly meetings held in Montagu & Robertson.

The building plan applications approved during the period of January / February / March 2024 are set out in the attached Annexure A (extract from full building plan register). The type of building work is grouped in accordance with the occupancy / building classifications as set out in Table 1 of the National Building Regulations and Building Standards Act.

The bulk of the construction work is currently being undertaken in Robertson & Montagu for Additions & Alterations to existing dwellings. Other than residential developments, plans have been lodged for: new memorial walls, office additions, new shops, shop layouts & alterations to existing shops, additions & alterations to existing packhouses, stores, additions to an existing school, demolition applications, new gas installation & new cottages.

The total floor area of submitted building plans and approximate capital spend at approximately R15 000 per square metre is summarised in the following table:

Town	M ² of new Building Work	Approximate cost of construction work ±R 15 000 p/m ²
Robertson	7402 m ²	R111 038 400.00
McGregor	685 m ²	R10 281 000.00
Bonnievale	1778 m ²	R26 670 000.00
Ashton/Zolani	296 m ²	R4 440 000.00
Montagu	3874 m ²	R58 113 900.00
TOTAL	14 036 m²	R210 543 300.00

FURTHER STATISTICS ATTACHED AT ANNEXURE A

Comments Municipal Manager

The recommendation to Council is supported.

RECOMMENDATION

That Council note the report, with attached Annexure A, as submitted regarding building plans for the period 01 January 2024 – 31 March 2024.

NOTE: The annexure was distributed as part of the agenda for the Engineering Services Portfolio Committee meeting 10 July 2024 (pg. 22)

This item served before the Engineering Services Portfolio Committee on 10 July 2024
Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 10 Julie 2024
Aanbeveling / Recommendation

That Council notes the report, with attached Annexure A, as submitted regarding building plans for the period 01 January 2024 – 31 March 2024.

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024
Aanbeveling / Recommendation

That Council notes the report, with attached Annexure A, as submitted regarding building plans for the period 01 January 2024 – 31 March 2024.

REPORT: ISSUES RAISED AT THE PORTFOLIO COMMITTEE MEETING ON 4 OCTOBER 2023 BY COUNCILLOR T COETZEE (16/1/R) (SNR MANAGER: CIVIL ENGINEERING SERVICES)

Purpose of Report

To provide feedback on the issues raised by Councillor T Coetzee at the portfolio committee meeting dated 4 October 2023.

Background

The following issues were raised by Councillor T Coetzee:

1. Pumps

"It must be said that it's a welcome sight to see that our infrastructure gets the attention. My concern is however that MPAC shows R 3.294 million in repairs. No "serial reference number" Can we, like the JCB's, get a history report per pump."

2. Service under new proposed roads:

"Let just take a sample. Van Zyl Street and Churches Street in Bonnievale. Both brand new work on old infrastructure and has 12 holes within 1km. I'll invite admin to come and look first before more money would be wasted."

3. Bonnievale sewer in stream

"This has been repeatedly reported to engineering. Please see report attached. It was said that a dam had a leak and would be sorted within two weeks. That was months ago! Can we be provided with a resolve."

4. Bonnievale water works

"We had a shutdown due to filters not cleaned. No shutdown date is available of previous cleaning date? There was a request, but to date no outcome. Can we be provided with a resolve please"

Response

Response to the above issues raised is as follows:

1. Pumps

The Civil Engineering Department is in a process of developing a report as requested. This is a huge task and the report will be provided early in 2024. The Department do realise that the extent of the deviations for pumps and equipment can be problem do the extent of the problem, It can also be mentioned that the Civil Engineering Department is operating with very little staff which creates serious problems due to the volume of work that has to be done. The Department is currently reviewing the organogram to address this. Due to this maintenance is mainly done reactively. This places a further burden on the department as very little to no preventative maintenance can be done. There is currently a huge backlog in proper planning. Further to this there were two major floods. Repair works for these floods have not been completed. This also places a huge strain on the Department as well as financially as funding that was allocated for maintenance work such as cleaning of stormwater, sewer systems and other maintenance work had to be allocated to address the damage that was caused by the flooding.

2. Service under new proposed roads

The replacement of services before rehabilitation of roads would be the ideal. However, this is a very costly exercise. The cost for replacing water or sewer service is in the order of R 300 per meter depending on the size of the pipe. The infrastructure need is far greater than the budget that is available for this purpose. Due to the status of some of the roads it was necessary to urgently prioritise sections of roads in all towns to address the bad condition of the road. Everything possible is done to maintain the

infrastructure with the resources available for this purpose. It is also important to note telecommunications (fiber installation) companies can apply for fiber installations crossing the streets. In most cases it is required that drilling be done to avoid excavating the road. However, when soil conditions do not allow excavating the road will be required. Where fiber has been installed and additional fiber needs to be inserted in existing sleeves it also happens that the sleeve is blocked, and the excavation must be done. The solution is not clear cut and not always possible to replace/reposition services before road refurbishment is done. 8 places in Van Zyl and Church Street were identified as places where Open Serve had to open existing infrastructure and not pipe breakages. These sections have been properly reinstated.

3. Bonnievale sewer in stream

The maturation pond that was leaking was bypassed to prevent any further water seepage from the pond. This was done shortly after the problem was identified to stop any potential pollution as a result. The spindle at the Bioreactor that controls the flow at the WWTW was faulty and had to be fixed. This was also addressed to control the flow during loadshedding. As this previously created a problem. The current treated effluent from the WWTW is complying in terms of SANS 241. Everything is being done to ensure that the effluent quality complies with SANS 241. At this stage there are no major problems at the plant.

It was also noticed that Mooivallei is irrigating again on the adjacent property of the WWTW. The ground becomes saturated then flows to the lowest point. The water quality from the Wastewater Treatment Plant is clear. However, the water that is flowing from the area that is being irrigated has a colour and has a "fatty" appearance.

4. Bonnievale Water Works

Please refer to the report attached as Annexure A.

Comments: Director Community Services

Content of the report noted.

Comments: Director Corporate Services

Content of the report is noted.

Comments: Director Financial Services

Content of the report noted.

Comments: Director Strategy & Social Development

SSD notes the content of the report.

Comments: Municipal Manager

The recommendation is supported.

Recommendation

It is recommended that:

The content of this report be noted.

NOTE: The annexure was distributed as part of the agenda for the Engineering Services Portfolio Committee meeting 10 July 2024 (pg. 25 – 27)

This item served before the Engineering Services Portfolio Committee on 10 July 2024
Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 10 Julie 2024
Aanbeveling / Recommendation

It is recommended that:

1. The content of this report be noted.
2. The report regarding the status of the pumps serves at the next Portfolio Committee meeting.

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024
Aanbeveling / Recommendation

It is recommended that:

1. The content of this report be noted.
2. The report regarding the status of the pumps serves at the next Portfolio Committee meeting.

**FRAUD & RISK MANAGEMENT COMMITTEE – FRAUD & RISK MANAGEMENT COMMITTEE REPORT AND
UPDATED RISK REGISTER FOR QUARTER 3 – 2023 / 2024 (5/14/R) (CHIEF AUDIT EXECUTIVE)**

Purpose of report

To submit the Fraud & Risk Management Committee report and the updated risk register for quarter 3 of 2023/24 to Council for noting.

Background

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

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

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

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

The Fraud & Risk Management Committee (FARMCO) report, Top Risks and Key Changes to Risk Register report and the updated risk register for quarter 3 of the 2023/24 financial year were submitted to the Audit & Performance Committee.

The FARMCO Report for Quarter 3 of 2023/24, Top Risks and Key Changes to Risk Register report and the updated risk register were attached to this report.

Recommendation

That the contents of the Fraud & Risk Management Committee (FARMCO) Report and the updated Risk Register for quarter 3 of the 2023/24 financial year be noted by Council.

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 09 – 16)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024

Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024

Recommendation / Aanbeveling

That the contents of the Fraud & Risk Management Committee (FARMCO) Report and the updated Risk Register for quarter 3 of the 2023/24 financial year be noted by Council.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE:
CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for March 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 18)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)

Purpose of Report

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

Background

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

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

The Report on Deviations for March 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 20)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE
COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for March 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 22 – 24)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

Comments:

Additional information is attached to this report.

Sebastian Van Heerden

From: Carel Posthumus
Sent: Friday, 19 July 2024 07:31
To: Daniel Lubbe
Cc: Anton Everson; Sebastian Van Heerden; Joliza Swanepoel; Elmarie Wagner; Mava Shude; Deon Louwrens; Mike Mgajo; Ayanda Mati; Anneli Mouries
Subject: RE: MPAC: REPORT BACK ON QUESTIONS RAISED
Attachments: CBR14137+fault+codes+Langeberg+Munisipaliteit+Pro+Forma.pdf.crdownload

Good day Mr Lubbe, please see the reply on the requisitions below.

Regards
Carel

From: Daniel Lubbe <dlubbe@langeberg.gov.za>
Sent: Thursday, July 11, 2024 11:08 AM
To: Deon Louwrens <DLouwrens@langeberg.gov.za>; Carel Posthumus <cposthumus@langeberg.gov.za>; Mike Mgajo <mmgajo@langeberg.gov.za>; Ayanda Mati <AMati@langeberg.gov.za>
Cc: Anton Everson <AEverson@langeberg.gov.za>; Sebastian Van Heerden <svheerden@langeberg.gov.za>; Joliza Swanepoel <JSwanepoel@langeberg.gov.za>; Elmarie Wagner <EWagner@langeberg.gov.za>; Mava Shude <mshude@langeberg.gov.za>
Subject: MPAC: REPORT BACK ON QUESTIONS RAISED

Dear Colleagues,

Please remember that report backs must be submitted to our next MPAC scheduled for September 2024, on the following items:

Requisitions 119447 p22 and 119798 p24, both with regard to the same Mercedes Fire Truck for the same problem, repaired at cost in February and March 2024;

The fire truck CBR10656 has ~~two~~ batteries. When the supplier tested the system 26/02/2024 one battery was faulty. This fire truck had a starting problem in Ashton at fire station-- supplier went out jump start tested loading and charging system-- battery faulty and replace battery- supplier had in stock.

On the 14th of March, the same problem emerged and on testing the second battery were faulty and needed replacing. Due to being an emergency vehicle that is daily almost in operation-- supplier checked non starting in Ashton nearest supplier to vehicle and found battery faulty- recommend supplier to replace

Requisition 120946 p50 which is duplicated, must be corrected by administration in the July MAYCO and Council agendas;

The duplicate will be removed.

Requisitions 117933 p52 and 120573 p54, Huber Press Robertson, same item, same cost for Oct 2023 and April 2024.07.11

This is a duplicate and will be corrected.

Requisition 120057

This vehicle was taken to the Mechanical Workshop due to a power issue as well as a fault code on the console. It was taken to UD as they are the supplier and under warranty. The code fault were fixed by the supplier. It was however also found that the fuel filter o-ring is broken and there was water in the diesel filter. Service parts as diesel filters and oil filters is not covered under the warranty.

Thank you

Danie

D P Lubbe
Munisipale Bestuurder

Langeberg Munisipaliteit • Langeberg Municipality
Privaatsak X2 Private Bag • ASHTON • 6715
Tel • (023) 615 8000 • Phone
Faks • (023) 615 1563 • Fax



LANGEBERG
MUNICIPALITY • MUNISIPALITEIT • MUNISIPALITA

This message contains information which is confidential, legally privileged, and protected by law. It is intended only for the use of the intended recipient. Interception thereof is therefore illegal. If you are not the intended recipient, you may not peruse, use disseminates, distribute or copy this message or any file attached to this message. Should you have received this message in error, please notify us immediately by return e-mail. Views and opinions expressed in this e-mail are those of the sender unless clearly stated as being that of Langeberg Municipality.

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE
ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for March 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 26 – 32)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : OFFICE OF THE MUNICIPAL MANAGER (9/2/1) (CHIEF FINANCIAL OFFICER)

Purpose of Report

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

Background

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

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

The Report on Deviations for March 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 34)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MARCH 2024 : DIRECTORATE
FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for March 2024 was attached to this report.

Aanbeveling / Recommendation

That the contents of the report of deviations from the procurement processes be noted.

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 36)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – APRIL 2024 : DIRECTORATE:
CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for April 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 38)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – APRIL 2024 : DIRECTORATE
COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for April 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 40)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – APRIL 2024 : DIRECTORATE
ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for April 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 42 – 46)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

Comments:

Additional information is attached to this report.

Sebastian Van Heerden

From: Carel Posthumus
Sent: Friday, 19 July 2024 07:31
To: Daniel Lubbe
Cc: Anton Everson; Sebastian Van Heerden; Joliza Swanepoel; Elmarie Wagner; Mava Shude; Deon Louwrens; Mike Mgajo; Ayanda Mati; Anneli Mouries
Subject: RE: MPAC: REPORT BACK ON QUESTIONS RAISED
Attachments: CBR14137+fault+codes+Langeberg+Munisipaliteit+Pro+Forma.pdf.crdownload

Good day Mr Lubbe, please see the reply on the requisitions below.

Regards
Carel

From: Daniel Lubbe <dlubbe@langeberg.gov.za>
Sent: Thursday, July 11, 2024 11:08 AM
To: Deon Louwrens <DLouwrens@langeberg.gov.za>; Carel Posthumus <cposthumus@langeberg.gov.za>; Mike Mgajo <mmgajo@langeberg.gov.za>; Ayanda Mati <AMati@langeberg.gov.za>
Cc: Anton Everson <AEverson@langeberg.gov.za>; Sebastian Van Heerden <svheerden@langeberg.gov.za>; Joliza Swanepoel <JSwanepoel@langeberg.gov.za>; Elmarie Wagner <EWagner@langeberg.gov.za>; Mava Shude <mshude@langeberg.gov.za>
Subject: MPAC: REPORT BACK ON QUESTIONS RAISED

Dear Colleagues,

Please remember that report backs must be submitted to our next MPAC scheduled for September 2024, on the following items:

Requisitions 119447 p22 and 119798 p24, both with regard to the same Mercedes Fire Truck for the same problem, repaired at cost in February and March 2024;

The fire truck CBR10656 has ~~two~~ batteries. When the supplier tested the system 26/02/2024 one battery was faulty. This fire truck had a starting problem in Ashton at fire station-- supplier went out jump start tested loading and charging system-- battery faulty and replace battery- supplier had in stock.

On the 14th of March, the same problem emerged and on testing the second battery were faulty and needed replacing. Due to being an emergency vehicle that is daily almost in operation-- supplier checked non starting in Ashton nearest supplier to vehicle and found battery faulty- recommend supplier to replace

Requisition 120946 p50 which is duplicated, must be corrected by administration in the July MAYCO and Council agendas;

The duplicate will be removed.

Requisitions 117933 p52 and 120573 p54, Huber Press Robertson, same item, same cost for Oct 2023 and April 2024.07.11

This is a duplicate and will be corrected.

Requisition 120057

This vehicle was taken to the Mechanical Workshop due to a power issue as well as a fault code on the console. It was taken to UD as they are the supplier and under warranty. The code fault were fixed by the supplier. It was however also found that the fuel filter o-ring is broken and there was water in the diesel filter. Service parts as diesel filters and oil filters is not covered under the warranty.

Thank you

Danie

D P Lubbe
Munisipale Bestuurder

Langeberg Munisipaliteit • Langeberg Municipality
Privaatsak X2 Private Bag • ASHTON • 6715
Tel • (023) 615 8000 • Phone
Faks • (023) 615 1563 • Fax



LANGEBERG
MUNICIPALITY

This message contains information which is confidential, legally privileged, and protected by law. It is intended only for the use of the intended recipient. Interception thereof is therefore illegal. If you are not the intended recipient, you may not peruse, use disseminates, distribute or copy this message or any file attached to this message. Should you have received this message in error, please notify us immediately by return e-mail. Views and opinions expressed in this e-mail are those of the sender unless clearly stated as being that of Langeberg Municipality.



AAD TRUCK & BUS (PTY) LTD
AAD Truck & Bus
Reg No: 1994/010285/07 | VAT No: 4810149643
Winelands Business Park, 28 Sandringham Rd,
Kraaifontein, Cape Town, 7570
Tel: 021 505 8600
www.fuzion.co.za

Invoice Number:	201936	Invoice Date:	25/03/2024	Time :	16:15	Invoiced By:	Lande Bothma
Job Number:		Vehicle:	UD TRUCKS CRONER H28 - PKE 250 - DUMP - APS			Registration ...	
VIN:	JPCYX22A7MS814740	Engine:	GH8E540466A1P	Odometer:	35,596	Registration:	CBR14137
Order Number:		Date In:	20/03/2024	Service Advisor:	Lande Bot...	Fleet Number:	

Supplier	Customer
LAN01 - Langeberg Munisipaliteit (VAT Number: 4540192947) Privaatsak X2 Ashton 6715	Langeberg Municipality (VAT Number: 4540192947) Private Bag X2 Ashton 6715

Requirement A
CHECK ALL FAULT CODES ON DASH **35 596KM** **2 750 HOURS** **NO OUTSTANDING CAMPAIGNS**

Hours	Value	
2.00	1,140.00	S
1. CONNECT LAPTOP AND CHECK FAULT CODES. FOUND INACTIVE FAULT CODES ONLY - CLEAR ALL INACTIVE FAULT CODES. CHECK FUEL FILTER - FOUND O-RINGS BROKEN. CHECK FUEL WATER SEPARATOR FILTER - FOUND WATER IN FILTER. REMOVE AND REPLACE FUEL AND WATER SEPARATOR FILTER - BLEED SYSTEM. TEST DRIVE TRUCK AND FOUND ALL IN ORDER.		

Part Number	Description	QTY	List	Value	
5222677134	FILTER INSERT	1.00	520.27	520.27	S
166959201D	INSERT	1.00	815.00	815.00	S

Non-Labour Charges	Value	
Consumables: CONSUMABLES	114.00	S

Requirement Subtotal **2,589.27**

Total	
Customer Signature	Sub Total 2,589.27 Tax Total 388.39 Invoice Total 2,977.66

Payment Method	
	On Account 2,977.66

* Tax Type	Rate %	Goods Value	Tax	
(S) Standard	15.00	2,589.27	388.39	
				UD Trucks Epping thank you for your support. Banking Details: AAD Truck and Bus Pty Ltd ,Standard Bank, Acc no 072 703 997 , Branch no 031 110 ***PLEASE NOTE**** Saturday Servicing Available by Appointment

APPROVAL OF TENDER 24/2023: APPOINTMENT OF AN IMPLEMENTING AGENT FOR 10 YEARS (COMMUNITY SERVICES)

Purpose of the report

To submit a report to Council to approve contract of T24/2023 APPOINTMENT OF AN IMPLEMENTING AGENT FOR 10 YEARS and to authorise the municipal manager to sign the contract on behalf of the municipality.

Legal framework

Section 33 of the Municipal Financial Management Act (MFMA) states the following:

“A municipality may enter a contract which will impose financial obligations on the municipality beyond a financial year, but if the contract will impose financial obligations on the municipality beyond the three years in the annual budget for that financial year, it may do so only if –

- (a) the municipal manager, at least 60 days before the meeting of the municipal council at which the contract is to be approved –
 - i) has, in accordance with section 21A of the Municipal Systems Act –
 - (aa) made public the draft contract and an information statement summarising the municipality's obligations in terms of the proposed contract; and
 - (bb) invited the local community and other interested persons to submit to the municipality comments or representations in respect of the proposed contract; and
 - ii) has solicited the views and recommendations of –
 - (aa) the National Treasury and the relevant provincial treasury;
 - (bb) the national department responsible for the local government; and
 - (cc) if the contract involves the provision of water, sanitation, electricity, or any other service as may be prescribed, the responsible national department;
- (b) the municipal council has taken into account –
 - i) the municipality's projected financial obligations in terms of the proposed contract for each financial year covered by the contract;
 - ii) the impact of those financial obligations on the municipality's future municipal tariffs and revenue;
 - iii) any comments or representations on the proposed contract received from the local community and other interested persons; and
 - iv) any written views and recommendations on the proposed contract by the National Treasury, the relevant provincial treasury, the national department responsible for local government and any national department referred to in paragraph (a) (ii) (cc); and
- (c) the municipal council has adopted a resolution in which –
 - i) it determines that the municipality will secure a significant capital investment or will derive a significant financial economic or financial benefit from the contract;
 - ii) it approves the entire contract exactly as it is to be executed; and
 - iii) it authorises the municipal manager to sign the contract on behalf of the municipality.

Background

The existing service provider (ASLA) has four housing projects remaining of its original scope which includes Robertson Heights (205 IRDP), Boekenhoutskloof (572 UISP), Montagu Mandela Square (148 UISP) and Mc Gregor (10 IRDP).

The below table includes the remainder of projects identified and approved in the housing pipeline. The appointment will be for 10 years, and the total cost cannot be determined upfront as it is dependent on the approval of subsidy quantum's by the Western Cape Department of Infrastructure annually.

Project Name/Description	Housing Program	Approximate Number of Stands/ Units	Town/Suburb	Erf Number
Montagu Kinga River	IRDP	500	Montagu	937
Robertson North	U.SP. IRDP		Robertson	
Cogmanskloof Informal Settlement	U.SP/IRDP		Ashlon	
Zolan Informal settlement	U.SP/IRDP		Ashlon	
Bonneville Uitsig/ Boekenhoutskloof (68) IRDP Pin 1, 2, 4 & 5 / 695 Swellendam	IRDP	68	Bonneville	Pin 1, 2, 4 & 5 / 695
ISSP McGregor Remainder Erf 397 (30) U.SP	U.SP	30	Mc Gregor	397
Strydom Straat Erven 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2394 & 2395 Montagu	IRDP/EHP	14	Montagu	2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2394 & 2395 Remainder Erf 1

Tender T24/2023 was advertised on the Municipal Web Site on 1 September 2023 and Burger, newspaper on 1 September 2023 both indicating closing date 06 October 2023. The tender served at the Bid Adjudication Committee meeting held on 14 December 2023 and a recommendation was made that the tender be awarded to ASLA Construction PTY LTD.

To comply with Section 33 of the MFMA read with Section 21A of the Municipal Systems Act the draft contract for the Implementing Agent with ASLA Construction PTY LTD and the information statement summarising the municipality's obligations in terms of the proposed contract with ASLA Construction PTY LTD were made public on 9 February 2024 and notice of intent were submitted to National Treasury, Provincial Treasury and Department of Local Government.

The public and government departments were given 60 days to submit comment or objection. Our department has received no objection only comments from National Treasury for consideration on the draft contract (MOA).

Annexures attached hereto.

1. Notice to all National and Provincial departments.
2. Notices advertised.
3. Draft Report
4. Comment from National Treasury

Comments: Directorate Corporate Services

The contents of the report is noted.

Comments: Directorate Social & Development Strategy

The report is supported if the compliance requirement is adhered to

Comments: Directorate Financial Services

Report and recommendation supported.

Comments: Municipal Manager

Recommendation to Council is supported.

Recommendation

1. Council authorises the Municipal Manager to sign the contract on behalf of the municipality.
2. That it be noted that the correct MFMA processes were followed.
3. That Council approve the contract term of 10 years.
4. Comments from National Treasury be incorporated within the draft contract.

NOTE: The annexure was distributed as part of the agenda for the Community Services Portfolio Committee meeting of 10 July 2024 (pg. 143 – 169)

This item served before a Community Services Portfolio Committee on 10 July 2024
Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 10 Julie 2024
Aanbeveling / Recommendation

1. Council authorises the Municipal Manager to sign the contract on behalf of the municipality.
2. That it be noted that the correct MFMA processes were followed.
3. That Council approve the contract term of 10 years.
4. Comments from National Treasury be incorporated within the draft contract.

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024
Aanbeveling / Recommendation

1. Council authorises the Municipal Manager to sign the contract on behalf of the municipality.
2. That it be noted that the correct MFMA processes were followed.
3. That Council approve the contract term of 10 years.
4. Comments from National Treasury be incorporated within the draft contract.

REPORT: THE SOUTH AFRICAN NATIONAL ENERGY DEVELOPMENT INSTITUTE (SANEDI) & UNIVERSITY OF PRETORIA IN-DEPTH ASSET MANAGEMENT STUDY IN COLLABORATION WITH SOUTH AFRICAN MUNICIPALITIES AND ELECTRICITY DISTRIBUTORS (MANAGER: ELECTRICAL ENGINEERING SERVICES)

Purpose of report

To submit a report to council regarding the Municipality's participation in the South African National Energy Development Institute (SANEDI) & University of Pretoria in-depth asset management study in collaboration with South African Municipalities and electricity distributors.

Background

SANEDI invited Municipalities to participate in an in-depth asset management study conducted by the University of Pretoria's Department of Electrical, Electronic and Computer Engineering, in collaboration with the South African National Energy Development Institute (SANEDI). The invitation was received in May 2024.

The study aims to enhance asset management practices, improve electricity tariff determination, and support financial stability within small municipalities.

Participation is open to municipalities within South Africa that meet the following criteria:

- Operate under a mandate to provide electricity.
- Demonstrate a commitment to improving asset management processes.
- Have the capacity to engage in the study for its full duration.

There is no cost to participate in the study other than committing personnel to assist when required.

The following Langeberg Municipal employees indicated their availability to represent the Municipality:
George Lotter – Manager Electrical Engineering Services
Grant Fielies – Financial Department: Assets
Jo-Verda Ladouce – Manager Revenue

Comments

The deadline for submitting the required form was 24 May 2024. The Administration indicated to SANEDI its willingness to participate in the study pending the Council's final decision on the matter. SANEDI accepted Langeberg's application and awaits the Council decision.

Comments: Director Community Services

No objection

Comments: Director Corporate Services

The contents of the report is noted.

Comments: Director Financial Services

Participation is hereby supported.

Comments: Director Strategy & Social Development

No objection to be part of the program

Comments: Municipal Manager

The recommendation to Council is supported.

Recommendation

1. That Council note the report related to the Municipality's participation in the South African National Energy Development Institute (SANEDI) & University of Pretoria in-depth asset management study in collaboration with South African Municipalities and electricity distributors.
2. That Council approves the Municipality's participation in the South African National Energy Development Institute (SANEDI) & University of Pretoria in-depth asset management study in collaboration with South African Municipalities and electricity distributors.

NOTE: The annexure was distributed as part of the agenda for the Engineering Services Portfolio Committee meeting 10 July 2024 (pg. 30 – 37)

This item served before the Engineering Services Portfolio Committee on 10 July 2024

Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 10 Julie 2024

Aanbeveling / Recommendation

1. That Council notes the report related to the Municipality's participation in the South African National Energy Development Institute (SANEDI) & University of Pretoria in-depth asset management study in collaboration with South African Municipalities and electricity distributors.
2. That Council approves the Municipality's participation in the South African National Energy Development Institute (SANEDI) & University of Pretoria in-depth asset management study in collaboration with South African Municipalities and electricity distributors.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

1. That Council notes the report related to the Municipality's participation in the South African National Energy Development Institute (SANEDI) & University of Pretoria in-depth asset management study in collaboration with South African Municipalities and electricity distributors.
2. That Council approves the Municipality's participation in the South African National Energy Development Institute (SANEDI) & University of Pretoria in-depth asset management study in collaboration with South African Municipalities and electricity distributors.

STRYDOM STREET HOUSING PROJECT, MONTAGU – RECOMMENDATIONS & FINDINGS (COMMUNITY SERVICES)

Purpose of report

To submit a report to Council to approve relocation sites for further investigations.

Background

On 12 March 2018, then councillor Jaques Kriel submitted a motion for the demolishing and development of 14 units in Strydom Street Montagu. Below is recommendations made and resolutions approved by council. See attached report A3593.

Also under item A3410 that served before a Special Meeting of Council on 12 April 2017
Eenparig Besluit / Unanimously Resolved

1. Seeing that seven (7) of the fourteen (14) houses are already registered in the tenants names, a survey be conducted first to determine qualifiers and non-qualifiers in terms of the National Housing Policy and Council's Allocation Policy, and then Council can take a decision on the way forward with the remaining seven unregistered houses.
2. That if Council wishes to proceed with the demolition and rebuilding of these houses, authorisation be sought from the MEC Human Settlements to fund the demolishing and rebuilding of the 14 houses.
3. That Town Planning determines as a matter of urgency the possibility to demolish the seven Strydom Street houses (No's 3, 5, 7, 9, 11, 13 & 21) and rebuilt new houses.
4. That these houses also be referred to the Heritage Authority to determine as a matter of urgency whether there is any historical value to them.

Recommendation

The practical solution to the Strydom Street housing project will be for Council to consider option 3.2 (*IN SITU* UPGRADING) listed:

3.2 Strydomstraat In-Situ Upgrading

3.2.1. A survey conducted by the Municipality's implementing agent reveals that the site is too small to upgrade the units to the current housing standards. Furthermore, the site adversely slopes toward the road. To apply appropriate measures would be costly.

3.2.2. There is a possibility of a solution of an in-situ reconstruction to accommodate the occupants in duplex units. A resurvey of the site will have to be carried out to determine duplex units can be built on the site. This would require planning and a formal application to the Department for project approval,

as this development is without cost implications to the municipality.

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 27 Maart 2018
This item served before an Ordinary Meeting of Council on 27 March 2018
Eenparig Besluit / Unanimously Resolved

1. That option 3.2 regarding in-situ upgrade of Strydom Street, as proposed in the report of the Human Settlements Department's Project Manager, be adopted;

2. That all 14 houses be handled as one project in accordance with the undertaking of the Provincial Minister of Human Settlements to the community during his visit to the affected properties.

In 2019 Structural Engineers were appointed to conduct a site visit and report on the structural integrity of the 14 houses in Strydom Street, Montagu. The report of the Structural Engineers could not clearly declare why the walls are cracking. Mr Cobus Louw, an engineer of ASLA, conducted another site visit on 03 May 2019. Herewith detailed findings considering the Civil Dynamics Structural Engineer's report. Please find attached reports from ASLA and Civil Dynamics Consulting Engineers.

Below are recommendations made and resolutions approved by council. See attached report A3832.

Recommendations/ Aanbevelings

That it will be more cost effective to demolish the existing structures and build new structures subject to the approval of Heritage Western Cape. Some of these houses are privately owned and some are extended, and therefore proper agreements must be concluded with these owners.

Dat dit meer koste-effektief sal wees om die bestaande strukture te sloop en nuwe strukture te bou, onderworpe aan die goedkeuring van Erfenis Wes-Kaap. Sommige van hierdie wonings is in privaatbesit en aangebou en behoorlike ooreenkomste moet met hierdie eienaars gesluit word.

This item served before an Ordinary Meeting of Council on 30 July 2019

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 30 Julie 2019

Eenparig Besluit / Unanimously Resolved

1. That the report be referred back in order for all outstanding issues such as Heritage Western Cape, ministerial project, documentation etc. to be gathered.

That due to time constraints the report then be resubmitted to the Community Services Portfolio Committee who is hereby authorised with the necessary delegation to take such a decision

Additional Information

On the 8th of April 2022 the Parliamentary Standing Committee on Human Settlements had a site visit at Strydom and Simon Street in Montague. This followed with a meeting where the following commitments were made from the Langeberg Municipality and the Department of Human Settlements.

- a) The CFO, Mr Francois De wet, will engage with ASLA to assist the Municipality with the implementing of the Strydom street and Simon Street project as part of emergency housing project. Province will also commit funding at a cost of R250 000 per unit (both Strydom and Simon Street) this will be confirmed in a letter to Municipality. The province will assist the Municipality with technical assistance w.r.t the compilation of the PID and all other application requirements.
- b) The mayor committed that within 30 days (1 month) the Municipality will assist with fixing the toilets and the sewer problems experienced within Strydom and Simon Street.

Based on the above the Department of Infrastructure has allocated a R2m for the development and construction of these fourteen units. However, the existing site will not be able to yield fourteen BNG units (40 squares) as prescribed by the Department. Hence, alternative sites to accommodate seven of the units were identified for further investigation by the Implementing Agent in terms of feasibility. Please refer to the attached map.

Comment: Town Planning

The alternative identified sites B, C and D are vacant, and may have potential for rezoning and subdivision for residential erven to assist with the Strydom St project – see attached photos. Further investigation will be required in terms of slope, service provision and soil conditions of the selected site. Area A could still be considered – as in informal settlement upgrade project, including provision for the 7 houses.

Area D (opposite the MAG) seems the best suited, although only portion of this area, as Council has recently sold portion of this area (shown in yellow below)

Comment: Snr Manager Civil Engineering

The content of the report is noted. Should the reallocation be approved as proposed the following will have to be taken into consideration for the proposed reallocation site:

Sites A, B, C and D can be serviced with a water and sewer. Only a portion of site D can however be serviced with sewer services as the rest of the site is lower than the sewer pipeline. An access road to the properties must be provided should site C be the preferred option. A new sewer pipeline must be constructed to service Site C with sewer. A detail survey and feasibility must be done to determine the appropriate site to accommodate the seven proposed erven. A design must be done for the provision of civil engineering services to ensure that all erven can be serviced. The above plan must be approved by the Civil Engineering Department.

Comment: Manager Electric Engineering

The content of the report is noted. Should the reallocation be approved as proposed the following will have to be taken into consideration for the proposed reallocation site:

Sites A, B, C and D can be serviced with electricity and area / street lighting. Roads are required to ensure street front electrification. A detail survey and feasibility must be done to determine the appropriate site to accommodate the seven proposed erven. A design must be done for the provision of electrical services to ensure that all erven can be serviced. Availability of bulk electrical capacity must be confirmed due to a shortage of spare capacity from Eskom.

Comment: Financial Services

The recommendation is supported.

Comment: Corporate Services

The contents of the report is noted. If there is an expectation that Council must approve possible relocation site, the sites should be decided on and approved as such.

Comment: Strategic and Social Development

The content of the report is noted , the re allocation sites needs to be agreed up front with the affected families

Comment: Municipal Manager

Council is requested to please take note of the comments by the Managers, Town Planning, Civil Engineering Services and Electrical Engineering Services, in respect of service delivery requirements of the various site options, and such be clearly communicated in respect of future development.

Recommendation

1. For council take cognisance of all previous report mentioned above.
2. For council to approve possible relocations sites as identified above for further investigation by the implementing agent.

NOTE: The annexure was distributed as part of the agenda for the Community Services Portfolio Committee meeting of 10 July 2024 (pg. 173 – 187)

This item served before a Community Services Portfolio Committee on 10 July 2024
Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 10 Julie 2024
Aanbeveling / Recommendation

1. For council take cognisance of all previous report mentioned above.
2. For council to approve possible relocations sites (A, B, C, D) as identified above for further investigation by the implementing agent.

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024
Aanbeveling / Recommendation

1. For council take cognisance of all previous report mentioned above.
2. For council to approve possible relocations sites (A, B, C, D) as identified above for further investigation by the implementing agent.

TELEPHONE MANAGEMENT POLICY – FY 2024/25 (6/2/B) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of report

To submit a policy to Council regarding the management and regulation of telephone usage for the 2024/2025 financial year.

Background

- a. A policy on telephone usage at the Langeberg Municipality is essential as it assists to regulate the use of communication tools by staff of the Municipality. Due to the nature of their work, certain staff members need to be regularly contactable for bona fide business purposes and/or to pursue Council business.
 - i. To institute controls on the use of Langeberg Municipality resources and encourage the cost-effective use of telephones by Municipal officials.
 - ii. To keep telephone expenditure within limits as well as reduce low productivity resulting from private calls.
 - iii. To regulate telephone usage within the Municipality
 - iv. To create an enabling environment for effective communication amongst the functionaries of the municipality and the outside world.
 - v. To ensure effective and efficient utilisation of Councils' resources.
 - vi. To curb the abuse of Municipal telephones by employees of the Council.
 - vii. To reduce telephone costs.
 - viii. To prevent the use of Municipal telephones by unauthorised persons.
 - ix. To introduce corrective measures for officials who fail to observe the guidelines stipulated in the policy.
 - x. To standardize what may be allowed as being reasonable calls that may be made for private purposes.
 - xi. To give guidance to the procedures of granting users access to telephone system.

Comments:

Director Corporate Services – Mr AWJ Everson:

Content of Report is noted and supported.

Director Community Services – Mr M Mgaio:

Content of Report is noted and supported.

Director Financial Services – Mr M Shude:

Content of Report is noted and supported.

Director Economic, Social and Integrated Development Services – Mrs C O Matthys:

Content of Report is noted and supported.

Municipal Manager – Mr D P Lubbe:

The recommendation is supported, provided that the reference made to the directorate: Strategy and Social Development be changed throughout the Policy Document to the new name of the Directorate within effect from 1 July 2024.

Recommendation

That the Telephone Management Policy managing and regulating telephone usage of all relevant staff members be noted and supported by Council.

The Telephone Management Policy for 2024 /2025 is herewith attached.

NOTE: The annexure was distributed as part of the agenda for the Economic, Social & Integrated Development Services Portfolio Committee meeting of 10 July 2024 (pg. 07 – 16)

This item served before the Economic, Social & Integrated Development Services Portfolio Committee on 10 July 2024

Hierdie item het gedien by die Ekonomiese, Sosiale & Geïntegreerde Ontwikkelings DienstePortefeulje Komitee op 10 Julie 2024

Aanbeveling / Recommendation

That the Telephone Management Policy managing and regulating telephone usage of all relevant staff members be noted and supported by Council.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

That the Telephone Management Policy managing and regulating telephone usage of all relevant staff members be noted and supported by Council.

PERFORMANCE AGREEMENTS IN TERMS OF SECTION 57 (1)(a) OF LOCAL GOVERNMENT: MUNICIPAL SYSTEM ACT 32 OF 2000 (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)

Purpose of report

To submit a report to Council regarding the Performance Agreements and Performance Plans for all senior managers for 2024/2025 financial year.

Background

Section 53 of the Municipal Finance Management Act, 56 of 2003, stipulates that:

53. (1) The mayor of a municipality must-

- (a) provide general political guidance over the budget process and the priorities that must guide the preparation
- (b) co-ordinate the annual revision of the integrated development plan in terms of section 34 of the Municipal Systems Act and the preparation of the annual budget, and determine how the integrated development plan is to be taken into account or revised for the purposes of the budget; and
- (c) take all reasonable steps to ensure
 - (i) that the municipality approves its annual budget before the start of the budget year;
 - (ii) that the municipality's service delivery and budget implementation plan is approved by the mayor within 28 days after the approval of the budget; and
 - (iii) **that the annual performance agreements as required in terms of section 57(1)(b) of the Municipal Systems Act for the municipal manager and all senior managers**
 - (aa) comply with this Act in order to promote sound financial management;
 - (bb) are linked to the measurable performance objectives approved with the budget and to the service delivery and budget implementation plan; and
 - (cc) are concluded in accordance with **section 57(2) of the Municipal Systems Act**

Comments:

The relevant performance agreements and performance plans for 2024 /2025 are as attached as part of the report.

Recommendation

That the performance agreements and performance plans of all senior managers be noted by council.

NOTE: The annexure was distributed as part of the agenda for the Economic, Social & Integrated Development Services Portfolio Committee meeting of 10 July 2024 (pg. 18 – 199)

This item served before the Economic, Social & Integrated Development Services Portfolio Committee on 10 July 2024

Hierdie item het gedien by die Ekonomiese, Sosiale & Geïntegreerde Ontwikkelings DienstePortefeulje Komitee op 10 Julie 2024

Aanbeveling / Recommendation

That the performance agreements and performance plans of all senior managers be noted by Council.

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediën op 24 Julie 2024
Aanbeveling / Recommendation

That the performance agreements and performance plans of all senior managers be noted by Council.

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)

Purpose of Report

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

Background

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

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

The Report on Deviations for May 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 48)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : DIRECTORATE
COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for May 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 50)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

Comments:

Additional information is attached to this report.

Sebastian Van Heerden

From: Carel Posthumus
Sent: Friday, 19 July 2024 07:31
To: Daniel Lubbe
Cc: Anton Everson; Sebastian Van Heerden; Joliza Swanepoel; Elmarie Wagner; Mava Shude; Deon Louwrens; Mike Mgajo; Ayanda Mati; Anneli Mouries
Subject: RE: MPAC: REPORT BACK ON QUESTIONS RAISED
Attachments: CBR14137+fault+codes+Langeberg+Munisipaliteit+Pro+Forma.pdf.crdownload

Good day Mr Lubbe, please see the reply on the requisitions below.

Regards
Carel

From: Daniel Lubbe <dlubbe@langeberg.gov.za>
Sent: Thursday, July 11, 2024 11:08 AM
To: Deon Louwrens <DLouwrens@langeberg.gov.za>; Carel Posthumus <cposthumus@langeberg.gov.za>; Mike Mgajo <mmgajo@langeberg.gov.za>; Ayanda Mati <AMati@langeberg.gov.za>
Cc: Anton Everson <AEverson@langeberg.gov.za>; Sebastian Van Heerden <svheerden@langeberg.gov.za>; Joliza Swanepoel <JSwanepoel@langeberg.gov.za>; Elmarie Wagner <EWagner@langeberg.gov.za>; Mava Shude <mshude@langeberg.gov.za>
Subject: MPAC: REPORT BACK ON QUESTIONS RAISED

Dear Colleagues,

Please remember that report backs must be submitted to our next MPAC scheduled for September 2024, on the following items:

Requisitions 119447 p22 and 119798 p24, both with regard to the same Mercedes Fire Truck for the same problem, repaired at cost in February and March 2024;

The fire truck CBR10656 has ~~two~~ batteries. When the supplier tested the system 26/02/2024 one battery was faulty. This fire truck had a starting problem in Ashton at fire station-- supplier went out jump start tested loading and charging system-- battery faulty and replace battery- supplier had in stock.

On the 14th of March, the same problem emerged and on testing the second battery were faulty and needed replacing. Due to being an emergency vehicle that is daily almost in operation-- supplier checked non starting in Ashton nearest supplier to vehicle and found battery faulty- recommend supplier to replace

Requisition 120946 p50 which is duplicated, must be corrected by administration in the July MAYCO and Council agendas;

The duplicate will be removed.

Requisitions 117933 p52 and 120573 p54, Huber Press Robertson, same item, same cost for Oct 2023 and April 2024.07.11

This is a duplicate and will be corrected.

Requisition 120057

This vehicle was taken to the Mechanical Workshop due to a power issue as well as a fault code on the console. It was taken to UD as they are the supplier and under warranty. The code fault were fixed by the supplier. It was however also found that the fuel filter o-ring is broken and there was water in the diesel filter. Service parts as diesel filters and oil filters is not covered under the warranty.

Thank you

Danie

D P Lubbe
Munisipale Bestuurder

Langeberg Munisipaliteit • Langeberg Municipality
Privaatsak X2 Private Bag • ASHTON • 6715
Tel • (023) 615 8000 • Phone
Faks • (023) 615 1563 • Fax



LANGEBERG
MUNICIPALITY

This message contains information which is confidential, legally privileged, and protected by law. It is intended only for the use of the intended recipient. Interception thereof is therefore illegal. If you are not the intended recipient, you may not peruse, use disseminates, distribute or copy this message or any file attached to this message. Should you have received this message in error, please notify us immediately by return e-mail. Views and opinions expressed in this e-mail are those of the sender unless clearly stated as being that of Langeberg Municipality.

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)

Purpose of Report

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

Background

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

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

The Report on Deviations for May 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 52 – 61)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

Comments:

Additional information is attached to this report.

Sebastian Van Heerden

From: Carel Posthumus
Sent: Friday, 19 July 2024 07:31
To: Daniel Lubbe
Cc: Anton Everson; Sebastian Van Heerden; Joliza Swanepoel; Elmarie Wagner; Mava Shude; Deon Louwrens; Mike Mgajo; Ayanda Mati; Anneli Mouries
Subject: RE: MPAC: REPORT BACK ON QUESTIONS RAISED
Attachments: CBR14137+fault+codes+Langeberg+Munisipaliteit+Pro+Forma.pdf.crdownload

Good day Mr Lubbe, please see the reply on the requisitions below.

Regards
Carel

From: Daniel Lubbe <dlubbe@langeberg.gov.za>
Sent: Thursday, July 11, 2024 11:08 AM
To: Deon Louwrens <DLouwrens@langeberg.gov.za>; Carel Posthumus <cposthumus@langeberg.gov.za>; Mike Mgajo <mmgajo@langeberg.gov.za>; Ayanda Mati <AMati@langeberg.gov.za>
Cc: Anton Everson <AEverson@langeberg.gov.za>; Sebastian Van Heerden <svheerden@langeberg.gov.za>; Joliza Swanepoel <JSwanepoel@langeberg.gov.za>; Elmarie Wagner <EWagner@langeberg.gov.za>; Mava Shude <mshude@langeberg.gov.za>
Subject: MPAC: REPORT BACK ON QUESTIONS RAISED

Dear Colleagues,

Please remember that report backs must be submitted to our next MPAC scheduled for September 2024, on the following items:

Requisitions 119447 p22 and 119798 p24, both with regard to the same Mercedes Fire Truck for the same problem, repaired at cost in February and March 2024;

The fire truck CBR10656 has **two** batteries. When the supplier tested the system 26/02/2024 one battery was faulty. This fire truck had a starting problem in Ashton at fire station-- supplier went out jump start tested loading and charging system-- battery faulty and replace battery- supplier had in stock.

On the 14th of March, the same problem emerged and on testing the second battery were faulty and needed replacing. Due to being an emergency vehicle that is daily almost in operation-- supplier checked non starting in Ashton nearest supplier to vehicle and found battery faulty- recommend supplier to replace

Requisition 120946 p50 which is duplicated, must be corrected by administration in the July MAYCO and Council agendas;

The duplicate will be removed.

Requisitions 117933 p52 and 120573 p54, Huber Press Robertson, same item, same cost for Oct 2023 and April 2024.07.11

This is a duplicate and will be corrected.

Requisition 120057

This vehicle was taken to the Mechanical Workshop due to a power issue as well as a fault code on the console. It was taken to UD as they are the supplier and under warranty. The code fault were fixed by the supplier. It was however also found that the fuel filter o-ring is broken and there was water in the diesel filter. Service parts as diesel filters and oil filters is not covered under the warranty.

Thank you

Danie

D P Lubbe
Munisipale Bestuurder

Langeberg Munisipaliteit • Langeberg Municipality
Privaatsak X2 Private Bag • ASHTON • 6715
Tel • (023) 615 8000 • Phone
Faks • (023) 615 1563 • Fax



LANGEBERG
MUNISIPALITEIT • MUNICIPALITY • MUNISIPAL A

This message contains information which is confidential, legally privileged, and protected by law. It is intended only for the use of the intended recipient. Interception thereof is therefore illegal. If you are not the intended recipient, you may not peruse, use disseminates, distribute or copy this message or any file attached to this message. Should you have received this message in error, please notify us immediately by return e-mail. Views and opinions expressed in this e-mail are those of the sender unless clearly stated as being that of Langeberg Municipality.

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : OFFICE OF THE MUNICIPAL MANAGER (9/2/1) (CHIEF FINANCIAL OFFICER)

Purpose of Report

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

Background

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

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

The Report on Deviations for May 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 63)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2024 : DIRECTORATE
FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for May 2024 was attached to this report.

Aanbeveling / Recommendation

That the contents of the report of deviations from the procurement processes be noted.

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 65)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2024 : DIRECTORATE STRATEGY & SOCIAL DEVELOPMENT (9/2/1) (CHIEF FINANCIAL OFFICER)

Purpose of Report

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

Background

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

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

The Report on Deviations for June 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 67)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2024 : DIRECTORATE
COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for June 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 69)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2024 : DIRECTORATE
ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for June 2024 was attached to this report.

Aanbeveling / Recommendation

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

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 71 – 77)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

**DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2024 : DIRECTORATE
FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)**

Purpose of Report

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

Background

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

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

The Report on Deviations for June 2024 was attached to this report.

Aanbeveling / Recommendation

That the contents of the report of deviations from the procurement processes be noted.

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

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 79)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

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

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

APPOINTMENT OF MUNICIPAL MODERATION COMMITTEE FOR INDIVIDUAL PERFORMANCE MANAGEMENT (MANAGER HUMAN RESOURCES)

Purpose of report

To submit a report to Council to appoint a Municipal Moderation Committee for individual performance management for employees.

Background

The Local Government: Municipal Staff Regulations dated 20 September 2021 framed in terms of Local Government: Municipal Systems Act, No. 32 of 2000 requires that a Municipal Moderation Committee be established by Council and convened annually. The performance moderation process should occur within a reasonable timeframe after the end of the performance cycle but should not exceed six months after the end of the financial year. This ensures timely assessment and adjustment of the staff performance, in line with the municipality's operational and financial cycles.

The Municipal Moderation Committee shall be constituted as follows:

- The Municipal Manager, who must act as the chairperson of the committee;
- All heads of departments;
- Head of municipal planning and organizational performance;
- Head of municipal internal audit;
- Senior human resources functionary to guide, advise and provide support, including arrangements for secretariat services;
- Performance specialist, where applicable.

The purpose of the Municipal Moderation Committee is overseeing staff performance management and development within a municipality. The following is of importance:

- Ensure the performance management process is valid, fair, and objective.
- Moderate overall performance assessment scores.
- Ensure final individual performance ratings are fair across grades and departments.
- Align individual assessment outcomes with municipality and departmental performance.
- Recommend remedial actions for substandard performance.
- Identify challenges in the system and propose solutions.
- Identify supervisor developmental needs to enhance system integrity.
- Address any other relevant matters as they arise.

Comments by Manager: Human Resources

Therefore, it is recommended that Council appoint a Municipal Moderation Committee.

Comments: Director Community Services

Appointment of municipal moderation committee supported.

Comments: Director Finance Services

The recommendation is supported.

Comments: Director Strategy & Social Development

The recommendation is supported.

Comments: Director Corporate Services

The recommendation is supported.

Comments: Municipal Manager

The recommendation, as submitted to Council, is supported.

Recommendation

It is recommended that the Municipal Moderation Committee be constituted as follow:

- The Municipal Manager, who must act as the chairperson of the committee;
- All heads of departments;
- Head of municipal planning and organizational performance;
- Head of municipal internal audit;
- Senior human resources functionary to guide, advise and provide support, including arrangements for secretariat services;
- Performance specialist, where applicable.

This item served before the Corporate Services Portfolio Committee on 10 July 2024

Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 10 Julie 2024

Recommendation / Aanbeveling

It is recommended that the Municipal Moderation Committee be constituted as follow:

- The Municipal Manager, who must act as the chairperson of the committee;
- All heads of departments;
- Head of municipal planning and organizational performance;
- Head of municipal internal audit;
- Senior human resources functionary to guide, advise and provide support, including arrangements for secretariat services;
- Performance specialist, where applicable.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

It is recommended that the Municipal Moderation Committee be constituted as follow:

- The Municipal Manager, who must act as the chairperson of the committee;
- All heads of departments;
- Head of municipal planning and organizational performance;
- Head of municipal internal audit;
- Senior human resources functionary to guide, advise and provide support, including arrangements for secretariat services;
- Performance specialist, where applicable.

URGENT MOTION – CLLR T COETZEE (3/2/1/1) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit to Council for consideration a report on the urgent motion of Cllr T Coetzee submitted at the Council meeting of 30 May 2024.

Background

The following is an extract from the draft minutes of the Council meeting of 30 May 2024 under urgent motions around the urgent motion of Cllr T Coetzee.

"Cllr T Coetzee stated that the Administration must review the 48-hour timeframe for the agendas and change it back to 5 days prior to the meeting as per his request to the Speaker and to this date no report on the matter has served. The Director Corporate Services stated that it will only serve at the Portfolio Committee meeting in July 2024 after which it will go to Mayco and Council. Cllr T Coetzee stated that the Fire document the councillors received is not the full document and requested that the full document be provided to the councillors. He also stated that all councillors will be in recess for a month and stated that all councillors must therefore give a portion of their salary to an NPO, due to not being active in the month of June 2024."

Comments: Director Corporate Services

Council at its meeting of 12 December 2023 under item A 4635 resolved as follow:

- "1.
2.
3. *That the period for the provision of agendas for meetings of Portfolio Committees, Mayoral Committee and Council be determined as 48 hours."*

Comments: Director Economic, Social and Integrated Development Services

The period for provision of agenda should remain 48 hours.

Comments: Director Community Services

Council reconfirms its decision taken 12 December 2023.

Comments: Director Financial Services

Council should reconfirm its decision taken 12 December 2023.

Comments: Municipal Manager

The recommendation is supported.

Recommendation

That Council decision A 4635 of 12 December 2023 be reconfirmed.

This item served before the Corporate Services Portfolio Committee on 10 July 2024
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 10 Julie 2024
Recommendation / Aanbeveling

That Council decision A 4635 of 12 December 2023 be reconfirmed.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 24 Julie 2024

Aanbeveling / Recommendation

1. That the agendas for the Portfolio Committee meetings, including MPAC, but excluding Finance, be received 5 calendar days before the respective meetings.
2. That it be noted and accepted that there are reports i.e annual reports, performance reports that cannot be provided 5 days prior to the meetings as the closing dates of the relevant systems is short before the meetings.
3. That the agendas for the Mayco and Council meetings remain on the 48-hour timeframe.

FEEDBACK TO COUNCIL: EXECUTION OF COUNCIL RESOLUTIONS: APRIL – JUNE 2024 (3/2/1/3)
(MUNICIPAL MANAGER)

PURPOSE OF THE REPORT

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

BACKGROUND

Feedback is given to Council about the progress with all decisions taken by Council over the period April to June 2024. See the attached annexures in this regard.

Recommendation / Aanbeveling

That the contents of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 10 July 2024 (pg. 104 – 106)

This item served before the Corporate Services Portfolio Committee on 10 July 2024
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 10 Julie 2024
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 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024
Aanbeveling / Recommendation

That the contents of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

PROGRESS REPORT ON JOB OPPORTUNITIES CREATED FOR THE PERIOD – APRIL - JUNE 2024 (LED DEPARTMENT) (9/2/1/9)

Purpose of the report:

To report to Council on Employment Opportunities through Poverty Alleviation and EPWP Grant for the period April -June 2024.

Background

To address the issue of seasonal unemployment, the Municipality has allocated funds from the Poverty Alleviation budget and the Expanded Public Works Programme (EPWP) grant. These funds are designated to create temporary work opportunities, providing much-needed relief to unemployed individuals. All internal departments are encouraged to utilize labour-intensive methods to support this initiative.

This report aims to inform the Council of the outcomes achieved from April to June 2024. During this period, a total of 18 jobs were created, benefiting individuals who participated in various projects.

CONTRACT WORKERS TO SAFEGUARD CHRIS VAN ZYL HALL (COMMUNITY SERVICES DEPARTMENT)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Lleyton	Davids	M	2001-09-12	4	17/04/2024	30/04/2024

CARE TAKERS AT SPORTFIELDS (COMMUNITY SERVICES DEPARTMENT)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Keanu	Theodore	M	2002-03-26	4	09/04/2024	30/06/2024
2.	Carnin	Thys	M	1993-07-24	12	11/04/2024	30/06/2024
3.	Ferdin	Manewill	M	2003-05-14	3	11/04/2024	30/06/2024
4.	Anwyll	Witbooi	M	1992-03-26	12	11/04/2024	30/06/2024
5.	Morne	Maastiet	M	2001-03-01	4	30/04/2024	30/06/2024

TRAFFIC DEPARTMENT PROJECT (CORPORATE SERVICES DEPARTMENT)

N o.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Ronwhen	Andries	M	1988-12-26	3	03/04/2024	30/06/2024
2.	Mojalafa	Mofama	M	1991-11-03	2	03/04/2024	30/06/2024
3.	Clinton	Kleinhans	M	1982-08-28	3	02/04/2024	30/06/2024
4.	Buntu	Manqu	M	2000-11-27	2	10/04/2024	30/06/2024

CONTRACT WORKERS TO SAFEGUARD CHRIS VAN ZYL HALL (COMMUNITY SERVICES DEPARTMENT)

N o.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Mario	Davids	M	1978-12-18	4	01/05/2024	31/05/2024
2.	Lleyton	Davids	M	2001-09-12	4	01/05/2024	31/05/2024
3.	Jaydion	Davids	M	1991-11-12	4	01/05/2024	31/05/2024

SWITCHBOARD AT STRATEGY SOCIAL DEVELOPMENT DEPARTMENT (SSD DEPARTMENT)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Devina	Daniels	F	1985-06-09	3	13/05/2024	24/05/2024

TRAFFIC DEPARTMENT ROAD SIGNAGE PROJECT (CORPORATE SERVICES DEPARTMENT)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Ayabonga	Mbembe	M	1994-10-03	2	02/05/2024	30/06/2024

TEMPORARY PROJECT – ASSET VERIFICATION (FINANCE DEPARTMENT)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Marco	Swartz	M	2005-12-27	9	20/05/2024	18/06/2024
2.	Riaan	Jaftha	M	2000-02-14	9	14/05/2024	17/05/2024

CLEANING PROJECT (ENGINEERING DEPARTMENT)

No.	Name	Surname	Gender	Date of birth	Ward	Start date	End date
1.	Maria	Jordaan	F	1976-12-12	9	20/05/2024	21/05/2024

GRAND TOTAL: 18 BENEFICIARIES

Recommendation/ Aanbeveling

That Council notes the content of the Progress Report on Job Opportunities for the period of April to June 2024.

This item served before the Economic, Social & Integrated Development Services Portfolio Committee on 10 July 2024

Hierdie item het gedien by die Ekonomiese, Sosiale & Geïntegreerde Ontwikkelings DienstePortefeulje Komitee op 10 Julie 2024

Aanbeveling / Recommendation

That Council notes the content of the Progress Report on Job Opportunities for the period of April to June 2024.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

That Council notes the content of the Progress Report on Job Opportunities for the period of April to June 2024.

RESUBMISSION OF REPORT TO COUNCIL TO OBTAIN PERMISSION TO SELL LAND (ERF 1908) IN MC GREGOR WHITE CITY – DIRECTOR STRATEGY AND SOCIAL DEVELOPMENT

Purpose

To resubmit a report to Council to obtain permission for the selling of land (erf 1908) in Mc Gregor White city.

Background

In 2016, an application was submitted to the National Department of Environmental Affairs for the development of White City Village in McGregor. This application, known as the McGregor Greening Project, received approval from the Department of Environmental Affairs to proceed with its implementation. The project included the renovation of the Mouton farmhouse into a community center.

In 2021, a progress report was submitted to the Council, which was addressed under Item A4170 on 22 June 2021. The Council's resolution included the following directives:

1. Council noted the progress report attached to the submission.
2. The Municipal Manager was delegated the task of preparing and submitting an approval letter to proceed with Stage 4 (tender process) to the Department of Environmental Affairs.

Plans for the development, presented to the Municipal Manager and internal staff on 27 May 2021, were attached as an annexure to the report.

Despite numerous follow-up attempts with the project leader, there has been no progress on the implementation of the project by the Department of Environmental Affairs. The project leader indicated that funding approval is still pending, and given the cost containment decisions by the National Treasury, securing the necessary funds remains uncertain.

During this waiting period, the Mouton farmhouse has suffered vandalism, posing a significant health and safety risk to the residents of White City and the surrounding property owners. The building has become a site for illegal activities, including the burning of stolen copper and substance abuse by local youth.

In response to the deteriorating situation, the Council approved a report under Item A4685 for the demolition of the building (McGregor House). This item was presented at an Ordinary Meeting of the Council on 28 February 2024, where the following resolutions were made:

1. Council granted approval to obtain an order for the demolition of the remaining structures.
2. Council decided to retain the land and undertake the necessary rezoning to accommodate future development.
3. After the demolition, the land will be secured to prevent any unauthorized occupation.

Comments :

Director: Corporate Services

The contents of the report is noted. If the erf is sold via public tender the specific use intended must be clearly specified, i.e for Community development. The sale must also be subject to the standard conditions of sale applicable to the sale of municipal property.

Director: Community Services:

Following the demolition of the house, Community Services, conducted an investigation to assess the need for additional housing on this portion of land. The investigation concluded that there is no need for more houses to be built in White City.

Based on this outcome, it is recommended that the land be sold. The intended use for the land, as stipulated by the comments from Town Planning, includes the development of a community centre, crèche, church, or clinic to benefit the community.

Director: Financial Services:

Please see below my comment:

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

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

Should council decide to dispose of the mouton house via demolishing the property, the municipal council, in a meeting open to the public must decide on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services.

In this case it appears that the building is already vandalised beyond repairs and has no value remaining but is causing a safety and security risk, therefore council can consider demolishing the building.

Council should simultaneously also consider the future purpose of the land that will be remaining. Kind Regards

Comments Manager Town planning

Mouton house is on proposed erf 1908 (portion of Erf 360 McGregor).

The erf is zoned Community Zone and is not available for housing. There is a need for churches, creches, clinics etc.

The SDF has identified an extension to White City for additional housing in the longer term, but this will translate into being low on the housing priority list, given the identified needs of other towns especially Ashton and Montagu. The HSP will assist in prioritising these needs further.

Municipal Manager:

The recommendation to Council is supported.

Recommendation

Council grant approval to proceed with selling the land for Community Zoned purpose.

This item served before the Economic, Social & Integrated Development Services Portfolio Committee on 10 July 2024

Hierdie item het gediens by die Ekonomiese, Sosiale & Geïntegreerde Ontwikkelings DienstePortefeulje Komitee op 10 Julie 2024

Aanbeveling / Recommendation

1. That the previous decision taken by Council be recinded.
2. Council grant approval to proceed with selling the land for Community Zoned purpose.

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gediens op 24 Julie 2024
Aanbeveling / Recommendation

1. That the previous decision taken by Council be rescinded.
2. Council grant approval to proceed with selling the land for Community Zoned purpose.

MEMBERS OF THE LANGEBERG MUNICIPAL PLANNING TRIBUNAL: APPOINTMENT OF ADDITIONAL MEMBER AND EXTENSION OF TERMS OF OFFICE OF EXISTING MEMBERS MANAGER TOWN PLANNING 27/06/2024

Purpose of report

To submit a report regarding the appointment of members of the Langeberg Municipal Planning Tribunal, including the extension of the terms of office of existing members.

Background

In terms of Council Resolutions at meetings on 6 December 2022 (A4439) and 31 October 2023 (A4615) the Langeberg Municipal Tribunal currently comprises the following members:

- Taljaard, Hendrick (Witzenberg Municipality) (Chairperson)
- Pieters, Carisa (Breede Valley Municipality (Deputy Chairperson
- Balie, Quinton (Cape Winelands District Municipality)
- Janser, Helene (DEA&DP)
- Carstens, Dalene (DEA&DP)
- Marthinus, Andrew (Langeberg official)
- Brunings, Tracy (Langeberg official)

All the members' terms of office end on 6 December 2024. Four of the Tribunal members are members of the original Tribunal, and their term of office can only be extended until 30 March 2026. Three of the members' terms of office may be extended by a further 5 years i.e. until 6 December 2029. One additional member needs to be appointed from the Langeberg Municipality to comply with the requirements of the Langeberg Land Use Planning Bylaw, 2015.

Comments

In terms of Section 37(1) of SPLUMA, 2013, and Section 73 (1) of the Langeberg Land Use Planning Bylaw, 2015, a member of the Tribunal is appointed for five years or shorter period as the Municipality may determine, and may be appointed for further terms provided that a member may not serve as a member for a continuous period of 10 years.

Of the current members, the following members were appointed as part of the original Tribunal in terms of the Provincial Gazette Notice dated 29 April 2016 and their current terms of office end on 6 December 2024: Hendrik Taljaard (Witzenberg Municipality), Carisa Pieters (Breede Valley Municipality), Quinton Balie (CWDM), and Helene Janser (DEA&DP). The terms of office of these members may be extended up until 30 March 2026, whereafter new members will have to be appointed in their place. These members have served the Tribunal well, have substantial experience and it is recommended that their terms of office be extended accordingly, subject to the approval of their respective employees.

The following members' terms of office end on 6 December 2024 and may be extended by a further 5 years: Mr Andrew Marthinus (Langeberg) (appointed 6 December 2022), Ms Tracy Brunings (Langeberg Municipality) (appointed 31 October 2023) and Ms Dalene Carstens (DEA&DP) (appointed 31 October 2023). It is recommended that their terms of office be extended to 6 December 2029.

In terms of Section 71(1)(a) of the Langeberg Land Use Planning Bylaw, 2015, at least three employees in the full-time service of the Municipality must be appointed to the Tribunal. It is recommended that Mr D P Lubbe, Municipal Manager, be appointed to the Langeberg Municipal Planning Tribunal.

The proposed members, terms of office and potential for future extension of the terms of office are recorded below:

Member	Term of Office extended to	Possibility of Extension
Taljaard, Hendrick (Witzenberg Municipality) (Chairperson)	30 March 2026	No.*Max 10 years
Pieters, Carisa (Breede Valley Municipality) (Deputy Chairperson)	30 March 2026	No.*Max 10 years
Balie, Quinton (Cape Winelands District Municipality)	30 March 2026	No.*Max 10 years
Janser, Helene (DEA&DP)	30 March 2026	No.*Max 10 years
Carstens, Dalene (DEA&DP)	6 December 2029	Yes. Until 30/09/33
Marthinus, Andrew (Town Planner, Langeberg)	6 December 2029	Yes. Until 06/12/32
Brunings, Tracy (Manager: Town Planning, Langeberg)	6 December 2029	Yes. Until 30/09/30
Lubbe, Daniel (Municipal Manager: Langeberg)	5yrs from Council decision	Yes. Until <10yrs from Council decision

In terms of Section 79(1) of the Langeberg Land Use Planning Bylaw, 2015 the Executive Mayor is the Appeal Authority in respect of decisions of the Tribunal.

Comments: Municipal Manager

The recommendation is supported.

Recommendation

That the following persons and officials be appointed to serve on the Langeberg Municipal Planning Tribunal until the dates as indicated, and subject to the approval of their respective employees in response to a written invitation to serve on the Tribunal in terms of Section 72(1)(a) of the Bylaw:

Member	Term of Office:
Taljaard, Hendrick (Witzenberg Municipality) (Chairperson)	30 March 2026
Pieters, Carisa (Breede Valley Municipality) (Deputy Chairperson)	30 March 2026
Balie, Quinton (Cape Winelands District Municipality)	30 March 2026
Janser, Helene (DEA&DP)	30 March 2026
Carstens, Dalene (DEA&DP)	6 December 2029
Marthinus, Andrew (Town Planner, Langeberg)	6 December 2029
Brunings, Tracy (Manager: Town Planning, Langeberg)	6 December 2029
Lubbe, Daniel (Municipal Manager: Langeberg)	5yrs from Council decision

NOTE: The annexure was distributed as part of the agenda for the Engineering Services Portfolio Committee meeting 10 July 2024 (pg. 40 – 51)

This item served before the Engineering Services Portfolio Committee on 10 July 2024

Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gediens op 10 Julie 2024

Aanbeveling / Recommendation

That the following persons and officials be appointed to serve on the Langeberg Municipal Planning Tribunal until the dates as indicated, and subject to the approval of their respective employers in response to a written invitation to serve on the Tribunal in terms of Section 72(1)(a) of the Bylaw:

Member	Term of Office:
Taljaard, Hendrick (Witzenberg Municipality) (Chairperson)	30 March 2026
Pieters, Carisa (Breede Valley Municipality) (Deputy Chairperson)	30 March 2026
Balie, Quinton (Cape Winelands District Municipality)	30 March 2026
Janser, Helene (DEA&DP)	30 March 2026
Carstens, Dalene (DEA&DP)	6 December 2029
Marthinus, Andrew (Town Planner, Langeberg)	6 December 2029
Brunings, Tracy (Manager: Town Planning, Langeberg)	6 December 2029
Lubbe, Daniel (Municipal Manager: Langeberg)	5yrs from Council decision

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024
Aanbeveling / Recommendation

That the following persons and officials be appointed to serve on the Langeberg Municipal Planning Tribunal until the dates as indicated, and subject to the approval of their respective employers in response to a written invitation to serve on the Tribunal in terms of Section 72(1)(a) of the Bylaw:

Member	Term of Office:
Taljaard, Hendrick (Witzenberg Municipality) (Chairperson)	30 March 2026
Pieters, Carisa (Breede Valley Municipality (Deputy Chairperson	30 March 2026
Balie, Quinton (Cape Winelands District Municipality)	30 March 2026
Janser, Helene (DEA&DP)	30 March 2026
Carstens, Dalene (DEA&DP)	6 December 2029
Marthinus, Andrew (Town Planner, Langeberg)	6 December 2029
Brunings, Tracy (Manager: Town Planning, Langeberg)	6 December 2029
Lubbe, Daniel (Municipal Manager: Langeberg)	5yrs from Council decision

QUARTERLY REPORT: BUILDING PLANS SUBMITTED: APRIL 2024 – JUNE 2024 (9/2/1/5)
(MANAGER TOWN PLANNING)

PURPOSE OF REPORT

The purpose of this report is to inform the Council about the current & approved building plans in terms of the National Building Regulations and Building Standards Act, Act 103 of 1977, as amended.

Background

The Engineering Portfolio Committee requested that a quarterly report be submitted regarding approved building plans. This information is a summary from the building plan register for April to June 2024 and covers Robertson, McGregor, Bonnievale, Ashton, Montagu, and surrounding rural areas.

Comments

Building plan applications are submitted to the Building Control Offices, after which the relevant Departments and Heritage Committees provide comments on the respective applications at weekly meetings held in Montagu & Robertson.

The building plan applications approved during the period of April / May / June 2024 are set out in the attached Annexure A (extract from full building plan register).

The bulk of the construction work is currently being undertaken in Robertson for additions and alterations to existing dwellings. Other than residential developments, plans have been lodged for: the new Municipal Fire Station in Robertson (Amended Drawings), new Medical Village in Leefstyl Landgoed in Robertson, new Stores, new Farm Cottages, new Guest Houses, Agricultural Tunnels, farm Sheds, additions to Robertson Hospital, new Church & additions to Wine Cellars. The type of building work is grouped in accordance with the occupancy / building classifications as set out in Table 1 of the National Building Regulations and Building Standards Act.

The total floor area of submitted building plans and approximate capital spend at approximately R15 000 per square metre is summarised in the following table:

<u>Town</u>	<u>M² of new Building Work</u>	<u>Approximate cost of construction work ±R 15 000 p/m²</u>
Robertson	6912 m ²	R103 680 000.00
McGregor	2352 m ²	R 35 280 000.00
Bonnievale	1356 m ²	R 20 340 000.00
Ashton/Zolani	242 m ²	R 3 630 000.00
Montagu	2686 m ²	R 40 290 000.00
TOTAL	13 550 m²	R203 220 000

FURTHER STATISTICS ATTACHED AT ANNEXURE A

Comments Municipal Manager

The recommendation to council is supported.

RECOMMENDATION

That Council note the report, with attached Annexure A, as submitted regarding building plans for the period 01 April 2024 – 31 June 2024.

NOTE: The annexure was distributed as part of the agenda for the Engineering Services Portfolio Committee meeting 10 July 2024 (pg. 53)

This item served before the Engineering Services Portfolio Committee on 10 July 2024
Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 10 Julie 2024
Aanbeveling / Recommendation

That Council notes the report, with attached Annexure A, as submitted regarding building plans for the period 01 April 2024 – 31 June 2024.

This item served before the Executive Mayoral Committee on 24 July 2024
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024
Aanbeveling / Recommendation

That Council notes the report, with attached Annexure A, as submitted regarding building plans for the period 01 April 2024 – 31 June 2024.

AUDIT & PERFORMANCE COMMITTEE: SUBMISSION OF THE QUARTERLY REPORT FOR QUARTER 4 OF 2023 / 2024 (5/14/R) (CHIEF AUDIT EXECUTIVE)

Purpose of report

To submit the Audit & Performance Committee report for quarter 4 of the 2023/24 financial year to Council for noting.

Background

In terms of Circular 65 of the Municipal Finance Management Act (MFMA) (Act No. 56 of 2003), the chairperson of the Audit & Performance Committee will report on a quarterly basis, or more frequently if required, to the municipal council on the operations of the Internal Audit Activity and the Audit & Performance Committee. The report should include:

- A summary of the work performed by the Internal Audit Activity and the Audit & Performance Committee against the annual work plan;
- Effectiveness of internal controls and additional measures that must be implemented to address identified risks;
- A summary of key issues dealt with such as significant internal and external audit findings, recommendations and updated status thereof;
- Progress with any investigations and its outcomes;
- Details of meetings and the number of meetings attended by each member; and
- Other matters requested of the Internal Audit Activity and Audit & Performance Committee.

The Audit & Performance Committee report for quarter 4 of 2023/24 was attached to this report.

Recommendation

That the contents of the Audit & Performance Committee report for quarter 4 of the 2023/24 financial year be noted by Council.

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 81 – 86)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

That the contents of the Audit & Performance Committee report for quarter 4 of the 2023/24 financial year be noted by Council.

FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – MAY 2024 (9/2/1/3) (CHIEF FINANCIAL OFFICER)

Purpose of report

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

Comments

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

Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

NOTE: The annexure was distributed as part of the agenda for the Finance Portfolio Committee meeting of 17 July 2024 (pg. 06 – 44)

This item served before the Finance Portfolio Committee on 17 July 2024

Hierdie item het gedien voor die Finansies Portefeulje Komitee op 17 Julie 2024

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 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

**BUSINESS CONTINUITY COMMITTEE: BUSINESS CONTINUITY MANAGEMENT POLICY – 2023 / 2024
(5/14/R) (CHIEF AUDIT EXECUTIVE)**

Purpose of report

To submit the updated Business Continuity Management Policy for 2023/24 to Council for approval.

Background

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

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

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

The Business Continuity Committee, Fraud & Risk Management Committee (FARMCO) and the Audit & Performance Committee (A&PC) recommended that the Business Continuity Management Policy for 2023/24 to be submitted to the Council for final approval.

The updated Business Continuity Management Policy for 2023/24 was attached to this report.

Recommendations

That the Business Continuity Management Policy for 2023/24 be approved by Council.

NOTE: The annexure was distributed as part of the agenda for the MPAC Committee meeting of 10 July 2024 (pg. 88 – 98)

This item served before the Municipal Public Accounts Committee (MPAC) on 10 July 2024
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 10 Julie 2024
Recommendation / Aanbeveling

That the Business Continuity Management Policy for 2023/24 be approved by Council.

FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – JUNE 2024 (9/2/1/3) (CHIEF FINANCIAL OFFICER)

Purpose of report

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

Comments

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

The municipality is currently, in terms of S 126 (1) (a) of the MFMA, preparing the annual financial statements for the financial period ended 30 June 2024 and the information available for June 2024 is not a true reflection of the financial position of the municipality as a lot of year-end journals and processes must still be finalised which will influence the final financial results. This report represents the progress as at 11 July 2024 with relation to the year-end finalisation of 30 June 2024.

Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

NOTE: The annexure was distributed as part of the agenda for the Finance Portfolio Committee meeting of 17 July 2024 (pg. 46 - 89)

This item served before the Finance Portfolio Committee on 17 July 2024

Hierdie item het gedien voor die Finansies Portefeulje Komitee op 17 Julie 2024

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 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

HALF YEARLY PRESENTATIONS BY THE LOCAL TOURISM ASSOCIATIONS (12/2/3/3) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of the Report

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

Background

1. The following funding has been made available for the 2023 / 2024 financial year:

Montagu Local Tourism Association	R 350 000.00
Robertson Local Tourism Association	R 350 000.00
McGregor Local Tourism Association	R 350 000.00
Bonnievale Local tourism association	R 250 000.00

2. The transfer of funds was completed and the Local Tourism Associations (LTA's) were required to do a presentation to Council based on the application and projects that they listed to be implemented.

The following conditions were listed as Key Performance Indicators (KPI's) applicable to the Local Tourism Associations in the Service Level Agreement signed between the Municipality and the Local Tourism Offices:

Key performance indicator (KPI definition)	Required Information
Report monthly by the 10 th day of each month to the Municipality with the prescribed template provided	Proof of monthly report submitted to the Municipality
Report quarterly to Council by the Chairperson of the LTA	Quarterly presentation presented to the Strategy and Social Development Portfolio Committee
Assist the Municipality with Events Management Applications	Proof of Events Application submitted to Municipality
Include accurate, verifiable, visitor figures to the LTA office, in the Monthly Report	Monthly report with visitors figures to the LTA office
Include accurate, verifiable, visitor figures to three tourist attractions, in the Monthly Report	Monthly report with visitor figures to three tourism attractions
Submit audited Financial Statements of the Local Tourism Associating to the Municipality by the 30 September	Proof of submitting audited Financial Statements
Include Municipal/logo on all brochures, information leaflets, maps and other marketing material	Branded brochures, information leaflets, maps and other marketing material
Submit an accurate events calendar in November.	Proof of submitting Events calendar by November
Submit a list of tourism initiatives in the previously disadvantaged Communities, as part of the monthly report	Verified list of tourism initiatives in the previously disadvantaged Communities
Include the list of LTA committee members in the monthly report.	Monthly report with list of LTA committee members

The presentation to the Economic, Social and Integrated Development Services Portfolio Committee will concentrate on the following:

1. Submit an accurate and verifiable list of projects in the rolled out to promote tourism in the different towns.
2. Include a list of Local Tourism Associations Committee members.

Recommendations

That the Economic, Social and Integrated Development Services Portfolio Committee note and recommend to Council the approval of the content of the various Local Tourism Associations performance reporting for the final half of the 2023-2024 Financial year.

This item served before the Special Economic, Social & Integrated Development Services Portfolio Committee on 24 July 2024

Hierdie item het gedien by die Spesiale Ekonomiese, Sosiale & Geïntegreerde Ontwikkelings DienstePortefeulje Komitee op 24 Julie 2024

Aanbeveling / Recommendation

That the Economic, Social and Integrated Development Services Portfolio Committee note and recommend to Council the approval of the content of the various Local Tourism Associations performance reporting for the final half of the 2023-2024 Financial year.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

That the Economic, Social and Integrated Development Services Portfolio Committee note and recommend to Council the approval of the content of the various Local Tourism Associations performance reporting for the final half of the 2023-2024 Financial year.

Bonnievale Tourism Association

Quarterly Report: Inception of the Bonnievale Tourism Office

Key Milestones

- **Interim Committee Formation**
 - First meeting on December 12, 2023.
 - Elected interim members: Hansie Wolfaardt (Chairman), Mareletta Munday, Huipie Schreuder, Heinrich Bothman, Ronelle van der Merwe, Gerda Conradie, Riaan van Eeden.
 - Constitution finalized and signed.
- **NPO Registration and Funding**
 - BTA registered as NPO 304-606.
 - Bank account opened.
 - Funding from Langeberg Municipality received in April.
- **Marketing and Brand Development**
 - Initiatives to define and promote the Bonnievale brand.
 - Discussion of shared marketing opportunities with MATA.
 - Domains purchased for the official website: www.bonnievale.co.za, www.bonnievaletourism.com, www.bonnievaletourism.co.za.
 - Website development underway.

Purpose and Roles of Bonnievale Tourism Office

- **Marketing:** Promote Bonnievale as a tourist destination.
- **Communication:** Facilitate communication among tourism and business members.
- **Event Support:** Organize and support local events.
- **Visitor Assistance:** Provide help and information to visitors.
- **Growth Platforms:** Create opportunities for tourism growth.
- **Sustainable Environment:** Foster social upliftment, growth, safety, and prosperity.

Key Events and Initiatives

- **Events Calendar for 2024:**
 - Cycle event, Family Day, Sauvignon Blanc Day, various local school support events, Mother's and Father's Day lunches, Mandela Day, Photography Workshop
 - Major upcoming events include HSB Mini Golf Tournament, Arendsig on Fire, Bonnievale Wintermark, World Bee Day, and the official launch of Bonnievale Tourism on July 12.
- **Community Engagement and Training:**
 - Integration of Jakes Gerwel School students in tourism activities.
 - Collaboration with 418 for social development.
 - Mapping tourism offerings, activities, and accommodation in Bonnievale.

April-May Updates:

- Successful cycling event on April 13.
- Appointment of Amanda Barnard as Tourism Manager on 1 May 2024.
- NPO registration and bank account set up.
- Google Training @ Relish
- BTA Meeting @ Jan Harmgat
- Initial community engagement and skills development discussions.
- New office space set up at Relish.
- Temporary business cards and logo designs presented.
- Active Facebook page and community engagement initiated.

May Meeting Feedback:

- Website domains and development progress.
- Logo approval and stationery design.
- Attended the monthly LTA meeting in McGregor.
- Participation in Winelands Autumn Expo.
- Plans for cycle routes and maps for Bonnievale.
- Municipal approval and application for Information signage with Arzalia.

Future Plans

- **Upcoming Events:** Official launch of Bonnievale Tourism Association, Big Birding Day, ongoing membership drives, and community engagement projects.
- **Meeting Schedule:** Monthly committee meetings to ensure continuous progress and address emerging needs.
- **Tourism Office Setup:** Completion of office setup, including equipment.

- **Brainstorming for Future Initiatives:** Exploring ideas to attract visitors, including cheese and wine festivals, heritage tours, and more.

June Feedback

- Lottoland has chosen Bonnievale as the town to support. Various improvement plans for the town have been developed by the Bonnievale Business Chamber and Bonnievale Tourism. Currently various plans are in action for the completion of the Town beautification that must be finished in August.
 - Briefing for a Large town map done.
 - Meeting with municipality done, and plans set in motion
 - Planting of trees
 - Educating youngsters to look after plants
 - Rugbyfield for Laerskool Bonnievale
- Bonnievale Tourism Website www.bonnievaletourism.com/and.co.za is nearing completion.
- Bonnievale Tourism Office launch is set for 12 July and James Vos as VIP is already confirmed.
- Official Bonnievale Tourism Association Facebook page now up and running.
- Google Maps pin for Bonnievale Tourism Association created.
- Committee meeting was held on 5 June 2024 @ Jan Harmsgat.
- 19 Members signed up.
- Bonnievale Events Brainstorm hosted 19 June 2024. 14 attendees. Feedback will be presented by Mareletta Munday (facilitator) in July.
- Ideas for events were part of Brainstorm. Event calendar for the new financial year will be finalized end July 2024.
- Events Management Training was attended by Amanda Barnard 3 – 6 June 2024.
- Media coverage by Standard Gazette Worcester for the Bonnievale Tourism Association was published in the 21 June edition. <https://www.network24.com/network24/za/worcester-standard/nuus/bonnievale-toerisme-kry-hupstoot-20240619-2>
- A meeting was held with 418 Bonnievale with regards to collaboration with community projects for social upliftment as a priority for Bonnievale Tourism to include in mandate.
- Bonnievale Tourism did a presentation to the local VLV to explain the part that the tourism office will play in promoting the town and community projects.
- The LTA meeting in Franschhoek on 12 June 2024, was attended by Amanda Barnard. The inclusion of Bonnievale Tourism in CWDM was confirmed.
- A meeting with Johann Wykerd from Absolute Motion was held to discuss the annual cycle event as well as a training workshop for cyclists. The event will take place between March and May 2025, and the 6-day training workshop will take place mid December 2024 in Bonnievale and Montagu.
- The involvement of Bonnievale Tourism with the CPF was also discussed with Johann.
- The Liquor License workshop in Robertson was attended by Amanda Barnard on 20 June 2024 at Langeberg Municipality.
- A meeting was held with Cathy from the Bonnievale Museum to discuss the researched and correct history of the town. This will also be used for the BTA website. It was also discussed that we can do a historical walk flyer and present it as a guided walk as well.
- Bonnievale Tourism attended the MATA members meeting, where the following was discussed:
 - Ashton in Action
 - AVP – Alternative to Violence Program
 - Rules of engagement on social media
- The Media Day in McGregor was attended which included Media 24, Habari Media, local councilor, CWDM representative, and McGregor Tourism.
- Bonnievale Tourism did an editorial for the local Seeff office to be published in the Seeff magazine and market Bonnievale as a tourist destination as well as a popular destination to buy property.

July Feedback

- LTA Monthly Meeting Montagu
- Interview on KC107.7
- Complete website design and set up
- Official launch event of Bonnievale Tourism 12 July 2024 with Ald James Vos – huge success, 56 guests
- Committee Meeting 12 July 2024
- Workshop on importance of stats – CWDM 17 July 2024.
- Mandela Day Celebrations: Collaborate: 418, Blue Birds, Robertson Tourism
- Plan for “gardening” project
- Assist with cycle training event in collaboration with Absolute Motion – December 2024

- Increase membership
- Photography workshop - September
- Heritage Day – crafts weekend
- Historical Tour – Bonnievale Museum, Myrtle Riggs Memorial, Canals
- Route 317 - To do list
- Route 60 -To do List
- Langeberg Meander - To do List
- Piece of Municipal land behind Mooivallei to be cleaned and “protected” to do hiking/walking trails: LM
- Birdwatching – local maps per area
- Assist with new Culture Club – kids Happy Valley – Talent Show every month: LM
- Meeting with NCCR Train to extend to Drew Station – aiming for end 2024
- Instruments and teaching kids to play, eg. Ukelele
- There will be a collaboration with Change Agents SA to do an outreach project to farm school in Bonnievale during September 2024. Waboomsheuwel Primer, Leerders: 63, 4 opvoeders & 2 ondersteunings personeel

Thank you

Amanda Barnard



Amanda Barnard

TOURISM MANAGER

☎ 0799148357

✉ amandab1807@gmail.com



Quarterly Feedback from Montagu-Ashton Tourism

FEBRUARY 2024 REPORT

Visitors to Montagu-Ashton 26 421

The month of February still see a great number of Foreign visitors, but shorter stays. The Hiking trails are in big demand eventhough we're still suffering from Post Flood damage to many of the trails.

The Montagu trails are expanding and more options for cycling and hiking is added for locals and visitors alike.

The Tourism Ambassadors launched in December still continue in February, but cutting back on Patrol hours and number of patrollers working at a time.

Further investment into this team included, First -aid training and financing their Learners License.

Launch date and training camp dates for the Boxing tournament- 13 July (collaboration between Power Punch and MATA)

With SARS Financial Year end MATA used the opportunity to drive Donations to NPO's such as MVFR, RAM, Boland Chamber Choir & Breederiver Hospice to earn some tax rebates.

Further highlights being;

Various Valentine events, not just on valentines day, but also on the weekend that followed.

The Constitution meeting for Cogman Tredouw Concervancy

MEDIA

Focused on many media opportunities to give overall exposure to the town and the region and then also to the very important elements that make up the full offering.

- Mal Kamper visit Montagu, Jakkalsden and Glen Eden
- Local newspapers like Standard give exposure to Roscoe Pekeur and the Boxing Tournament coming in July (in collaboration with MATA)
- Online LIVE coverage of SAPS National Excellence Awards where Montagu won for BEST Community Police Forum
- Start media and marketing for Brit Rock Film Tour coming to Montagu
- Ten Best Places to visit in Montagu ..Getaway Magazine & shared on Cape etc
- Route 62 social-and Print media share Ashton Activities

Skills Development

Share various job opportunities and assist with applications and CVs

It was an exceptionally fruitful month for various Job opportunities in and around Montagu

Support Mila with course in Caring

AVP (Alternatives to Violence Project) Workshop follow up course already in planning

First Aid Course take place and MATA sponsor 2 Tourism Ambassadors to take the course

Mareletta received certificate for completion of Risk Reduction Workshop, Gavin Hatherley and Bernie Wiese also attended.

March 2024 report

Visitors to Montagu-Ashton 32 852

The month of March was a busy hive of activity in Montagu and surrounds, with the Easter weekend adding to the increase in visitor feet.

Accommodation establishments reported great numbers for visitors staying over and restaurants were filled to the brim.

The Tourism Ambassadors were on full duty to ensure the safety and support for visitors.

Events such as the yearly Easter Market at the Montagu NG Church was well attended as well as the many "other" Easter markets, including the local Montagu Village Market.

Further highlights being;

Running the "What's your story" campaign with the MATA committee members introductions as a start and now the profiles of the MATA employees also shared on social media.

Utilising Facebook we are also sharing some Montagu Stories, such as **What is the story about the Montagu Cat sign?** – a winning post with:

Post Impressions

190,443

Post reach

177,920

Engagement

6,932

MEDIA

Focused on many media opportunities to give overall exposure to the town and the region and then also to the very important elements that make up the full offering.

- Glen Eden on Insider
- Local newspapers like Standard give exposure to Roscoe Pekeur, Powerpunch and recent competition
- Front page News for Standard: Montagu won for BEST Community Police Forum
- Media and marketing for Brit Rock Film Tour coming to Montagu
- Route 62 social-and Print media share Montagu Restaurants
- Social media "what's your story" campaign

- Great coverage for Montagu on Small Town South Africa FACEBOOK

Support local Talent - with a 2nd economy focus

-Growing Boxing as a sport for all with Roscoe Pekeur

Collaborating with Roscoe Pekeur on supporting other future events. Help to build sporting opportunities in the Langeberg.

Working on a Boxing Tournament and fundraiser event in July; Already doing advertising and getting articles in Die Son; Dates for Training camps has been released and published in Die Son; Support Power Punch to attend a competition in Cape Town with local boxers

-Support opening of Gallery and Tattoo studio of PJ van den Berg in Ashbury. Add him to the MATA Art Walk and MATA website

-Die Vetkoekie, Julia has opened her own small restaurant and is a full MATA member (free membership) Support her with social media marketing

-Loyds Pop up restaurant with Zalda Hughes, support with marketing

With the help of CWDM we managed to support Zalda with marketing material, flyers, business cards, shelving, branded Table Cloth and Pull up banner.

Zalda will also attend the Upcoming Winelands Autumn Expo (as part of the Cape Winelands stand)

-SABBA Movement, Khulani Sowing and Beading group.

Did a visit to sites with SABBA team and made space on MATA shop shelves for selling some product.

With the help of CWDM we managed to support SABBA with marketing material, flyers, business cards, shelving, branded Table Cloth and Pull up banner.

SABBA will also attend the Winelands Autumn Expo on the Cape Winelands Stand

SABBA members to be involved in the upcoming Herb Festival in September

April 2024 report

Visitors to Montagu-Ashton 27 281

The month of April was firstly claimed and coloured by Art Deco/Roaring 20's Festival, a full month, all over, separate events festival with a culmination on World Art Deco day and the FIRST LONG TABLE event in Montagu Church street.



The Montagu Harvest Long Table 2024: A Celebration of Food and Community

Step into the Glamour of the Roaring Twenties

Art Deco Month also gave many opportunities for Second economy, NPO's and Community involvement, from the entertainment, to the photography, temporary jobs, Waiters, Security and more.



The Tourism Ambassadors was on full duty to ensure the safety and support for visitors.

Further highlights being:

Attending the World Travel Market in Cape Town

-Meeting Ikhaya Lam Tours at WTM (Lucille from Zolani)

Will add her to MATA members and support with marketing and possible involvement in the Township Tour

Langeberg Sensations

I Naturalist meeting and challenge

Exciting times with preparation for the first Winelands Autumn Expo in May

Both the Zolani Youth Choir and Boland Chamber Choir take part in the Suidoosterfees

MEDIA

Focused on many media opportunities to give overall exposure to the town and the region and then also to the very important elements that make up the full offering.

- Radio Interview with Naushad Kahn
- Local newspapers like Standard give exposure to Roscoe Pekeur, Power Punch and recent Training camps
- Route 62 social-and Print media share Montagu Restaurants
- Social media “what’s your story” campaign
- Great coverage for Montagu on Small Town South Africa FACEBOOK

May 2024 report

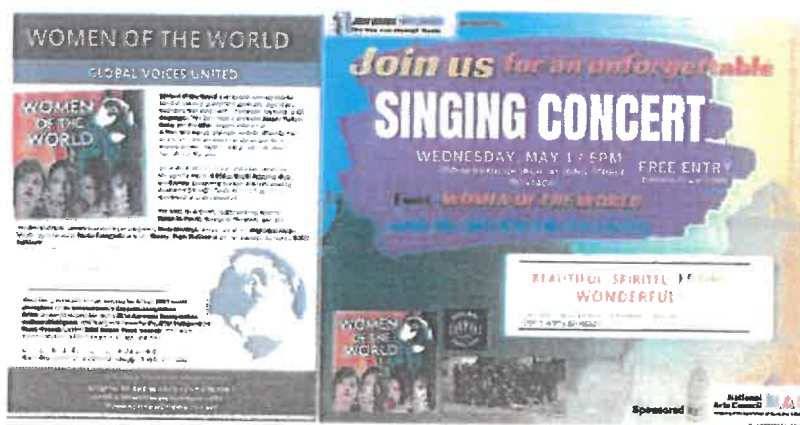
Visitors to Montagu-Ashton 29 067

The month of May was filled with opportunities for Montagu, Ashton & Zolani to seize and shine.

MATA was very blessed to be able to attend the African Tourism Indaba in Durban 13-16 May.

The inaugural Winelands Autumn Expo in Worcester was a great success and surpassed expectations for this first time Expo. The great news being, Montagu will host this event in 2025 – the wheels already set in motion for the Proposal and venue scouting.

Zolani Youth Choir, did not only bring back home the All-round Winner Prize for choirs from Suidoosterfees, but joined The Women of the World on short notice for the most memorable concert at the Montagu Museum Church on 1 May.



And, as the saying goes; ‘opportunities multiply as they are seized’ - The invitation for Zolani Youth Art festival to join the youth day show organized by “join bands Not gangs”



CWDM sponsored training for 15 local Youth and aspiring Tourist guides. A full month training with all that is needed to equip this eager group with the credentials to take up a career in Tourist Guiding.



Further highlights being:

- Planning for Boxing Championship on 13 July with Power Punch and MATA
- RAM's 13th Birthday celebrations in Montagu with special gifts form Hot Box (a perfect tool to cut down on electricity and gas when cooking)
- Museum Week celebrations
- Africa Day Celebrations

MEDIA

Focused on many media opportunities to give overall exposure to the town and the region and then also to the very important elements that make up the full offering.

- Zolani Youth Choir in Gazette



- Vyfde boek is uit
- Local newspapers like Standard give exposure to Roscoe Pekeur, Powerpunch and recent Training camps
- Route 62 social-and Print media share Montagu Activities
- Social media "what's your story" campaign
- Great coverage for Montagu on Small Town South Africa FACEBOOK

June 2024 report

Visitors to Montagu-Ashton 23 368

The month of June (like May) was filled with opportunities for Montagu, Ashton & Zolani to seize and shine.

The 2nd MATA members meeting of 4 was hosted on 25 June with a variety of very interesting feedback on opportunities and projects, such as the Ashton Vocational School that is getting built, Risk and Disaster in Tourism workshop that some MATA members attended, combined with a presentation on exactly WHAT Montagu Volunteer Fire and Rescue do to assist Montagu and Ashton.

The opportunity to also tell everyone in attendance more about AVP (Alternatives to Violence Project) – in view of hosting and Advanced AVP Workshop in July.

MATA was approached to help plan a show with Steve Newman and Nish Pillay, while touring R62. A very successful show was hosted at the Montagu Museum Church on 29 June.

The cherry on top was indeed The Zolani Youth Choir featured in the launch of “Wake Up Africa” - a single track composed by [Karien de Waal](#). Flighted on Morning TV Espresso... and a wonderful music video partly shot in Montagu shared on various social and media platforms.

Further highlights being:

- Planning for Boxing Championship on 13 July with Power Punch and MATA**
- SPCA Pet food drive with AIDA**
- Montagu Youth Arts Festival, Visual Arts and Art Exhibition**
- Montagu Eco Club Tortoise Talk**
- MATA and Change Agents collaboration on Pinnacle of Hope Concert for 1 June (Fundraiser for Project Winter Hope)**
- Support for Project Winter Hope**

MEDIA

Focused on many media opportunities to give overall exposure to the town and the region and then also to the very important elements that make up the full offering.

- Zolani Youth Choir on Morning Espresso TV
- Sharing Animals Matter Langeberg Newsletter
- Local newspapers like Standard give exposure to Roscoe Pekeur, Power Punch Boxing Training camps and upcoming Boxing Tournament
- Montagu SAPS in Gazette (with Copper thieves story)
- Social media “what’s your story” campaign
- Great coverage for Montagu on Small Town South Africa FACEBOOK

Skills Development

AVP (Alternatives to Violence Project) Advanced Workshop in planning for 4-5 July. Next step Facilitator Training.

Events Management Training (5 Montagu locals joined the training in Robertson)

First Aid Training in Montagu (for 15 people)

Special Projects

Interacting with History and Art in the streets of Montagu :Interactive and Virtual Historical Walks

Rethinking Tourism and ensuring accessibility to all, we're blessed with an electronic age where the necessary tools is just waiting to be explored and utilised. We've started the process to liaise with all parties and gather information that can be accessible while walking the Current Historical walk and even more additions to the current walk.

With the recent completion of the roadworks in the beautiful Cogmanskloof, information boards were set up in central places referring to the history of the Kloof, the Fort, the bridges and so much more. Each of these boards contains a QR code, this code takes you directly to the MATA Website where the information lives.

-Artist JP van Den Berg and his studio in Ashbury also included in this project and the recently printed Art Map.

Support for Schools

WH Rossouw – Join the movement to collect Sasko Bread Bags

Collaboration with White Lion Lodge – extra levy raised on Jewellery sales for School fees towards WH Rossouw

NEW TOWNSHIP TOURISM PROJECT in the planning phases together with:

SABBA, Dancescape, Boland Chamber Choir and Zolani Youth Choir

Investing in the Montagu Tourism Ambassadors

New Funding from July 2024 to continue with this very successful project and maintain investment in the futures of our Youth.

UPCOMING

- MATA Rumble Boxing Championship with Power Punch- 13 July
- Mandela Day – 18 July
- Montagu Youth Arts Festival (August & September)
- Montagu Herb Festival – 20-22 September
- Montagu Local is Lekker Indaba & Golf Day – 31 Aug – 2 September
- Montagu Trails Festival – 9-11 August
- Gravel & Grit – 1-3 November
- Climb4Hope – 10 November
- Full scale activation of "What's the Story" Campaign
- Art Meander – 8-10 November
- Monthly Park & Run event at Montagu Nature Garden
- Collaboration with Montagu Nature Garden for Visitor experience
- Empower Women in Business – SMME's Development & Support



January – June 2024

Achievements

- McGregor Tourism has been registered as a Non-Profit Company.
- We have developed a new McGregor Map and Brochure and had our Website re-designed to up to date standards.
- A teambuilding workshop was done for the staff & committee to be more focused on developing and promoting the village.
- The Monthly Diary is up and running and it gets sent out widely, not just to our members, and we publish it on Facebook every month. The guesthouse hosts send this to their visitors, we display it outside our offices so visitors can be up to date on what's happening in McGregor.
- Our bathrooms had been in disrepair for more than 2 years and they now have been renovated by Langeberg Municipality and we would sincerely like to thank them.
- We gained 7 new members which have joined McGregor Tourism.
- The Voice Map app with the History of the Village had been edited by us and updated and is now available again.

Goal / Vision

Socially responsible Tourism that celebrates the diversity of a unified McGregor

- To get more people to visit our village by marketing it in a sustained modern way, using all options available to us within our budget
- Beautify the entrance of the village, working together with the community and the Business Forum
- To organise 4 Community Events per year, amongst which will be local initiatives with Tourism Sponsorship and assistance.

Community training

- Local Participants in the Hospitality training and Professional Food Service Training have all received internationally recognized diplomas in House Keeping Management. Customer Care Training and Event Management Training from Cape Winelands with 50 students.
- Hiring some of the Event Management students to gain practical experience with the Lemon & Limoncello Festival
- For future training we like to do Tour Guiding/ Field Guides in collaboration with CWDM.



Communication and Marketing

- We successfully worked together with the McGregor Primary School to collect essential stationery for their students in need.
- Collaborated with businesses in the village assisting with events planning such as the application forms, advertising on our various Social Media platforms, etc.
- Helena Blok and Heidi Muller have been working together on a Marketing Plan, as a future road map for the next Committee. It is almost completed and will then be presented to the current committee.
- We collaborated with First Fridays, the McGregor Monthly Market and we supported the Love Life Festival by sponsoring the flags and program posters and the municipal Banner fee as well as free advertising on various platforms. We have kept the flags for our own use outside our office and for events.
- Collaborate with CWDM -VINPRO Wine Tourism Wi-Fi Analytics Visitor Research to use technology to collect visitor data. All documents have been completed and we are waiting for the router.
- We received free high-profile publicity through a client sponsored show by the popular "Platteland Toe" on DSTV, they very kindly also filmed a few extra attractions around the town, and a lovely visit by Heart FM Radio who did a two-day live broadcast radio show dedicated to McGregor from our village.
- We showcased McGregor at the Cape Winelands Autumn Tourism Expo in May 2024 in Worcester.
- Exclusive Getaways is a monthly webinar in which we participate once every quarter, which showcases our village to both local and overseas tour operators, travel agents and various corporate clients.
- We are actively involved with the PAAC in conjunction with Vrolijkheid Nature Reserve.
- We hosted a Media Educational Day on the 27th of June, which was very well received. We are looking forward to organising another media educational for those who could not make it this last time.

Upcoming Events:

27 July – Mid Winter (Lemon & Limoncello) Festival (Tourism and Green Gables)

7, 8 Sep – McGregor Run & Ride

6 Sep – Poetry Festival at Temenos. More information on <https://poetryinmcgregor.co.za/>

13-15 Sep: McGregor Whisky Weekend

21 Sep: Heritage Celebration (in collaboration with Tourism)

4-6 Oct: McGregor Art Walk

16 & 17 November – First Step Ballet 10 year Anniversary & Opening of the Symbulon Performance Studio

21 Dec: Christmas Market (Tourism)



10 July 2024

Quarterly report to Langeberg Municipal Council

Robertson Tourism wants to take this opportunity to thank the Langeberg Municipality for the funding we receive and for their support with our projects. I also want to express my sincere gratitude to the Robertson Tourism Board members for their unwavering support, commitment and the many hours they put in to ensure the smooth functioning of the office. Their valuable contributions, guidance, and active involvement truly makes a difference.

Herewith some feedback on projects that we spent time and effort on:

NCCR Robertson Wine Train:

The train has been in operation for 9 months now. They have approximately 15 full time employees and over weekends an additional 15 temporary employees and about 15 volunteers. The volunteers develop skills and can add that to their CV's. The train is fully booked every weekend and over 90% of the travellers are from out of town. The economic impact of over 500 visitors per month is huge.

The Cape Winelands Autumn Expo was a great success and Robertson was represented very successfully. We ran a digital marketing campaign and attracted over 200 new followers. Thank you to Robertson Winery, Bon Courage, Windfall Wines, Riverbend Olives and Owls Rest for donating products that we could use to make up 2 big prizes. We donated a prize through Cape Winelands Municipality, where someone who booked a ticket online, won a weekend in Robertson. Thank you to the sponsors – The Robertson Small Hotel, NCCR Robertson Wine Train, Ragazzi Restaurant, Graham Beck Wines and Robertson Tourism (hamper).

Social media and website:

We decided to invest a fairly large percentage of our budget on social media and our website. Together with word-of-mouth, this is our biggest marketing tool. We are very happy to report that it is worth the investment. Our organic reach on Instagram increased with over 300 followers and on Facebook with more than 2 000 followers. Our social media strategy and website has improved the brand awareness and communicates brand identity. It supports our business strategy while creating an aesthetic that we are proud of. One of our posts reached over 900 000 people!!

Community Involvement:

The office actively engages with the local community through workshops, events, and initiatives aimed at promoting sustainable tourism practices, preserving cultural heritage, and supporting local businesses.

Visitor Engagement:

We make an effort to enhance visitor engagement through improved visitor information ie, maps, itineraries, social media and website. We continuously collect feedback from visitors to improve services and offerings.

Member support:

We help our members to apply for financing and events applications.

We have attracted 30 new members over the past year.

We host tourism member get-togethers every quarter. An opportunity to network and mingle.

Educationals:

Partnerships and Collaborations: The tourism office established strategic partnerships with local businesses, wineries, accommodation providers, and tour operators to create unique tourism packages and experiences. These collaborations aimed to boost tourism revenues and enhance the overall visitor experience.

SMME's:

- Support "The Vines Market". There are between 25-30 regular vendors with very high quality locally produced products. For many of these vendors the market is a lifesaver.
- Bought beads, tools, wire etc. to encourage crafters to bead products that we can sell at the office and at local markets. We donate beads and tools to local artists and give them ideas of what objects to make. We market the products for them. 100 bracelets were made for a wine show in India.
- Supported the local writer and poet, Mr Jeff Lakey, with stationary to complete his latest book about "Bo-Dorp se mense". We pay for the printing costs and will help with the launch of the book.
- Gave free membership of Robertson Tourism to 16 SMME's and 7 NPO's. They get the same exposure and marketing as other members (value = R19 536).
- Support Youth Day and Madiba Day events.
- Spears Clothing- tailor
- Kanana Shisanyama
- Robertson Community Brass Band
- We make our Boardroom available for training purposes.
- Sponsored Housekeeping training for Cherolene Jansen.
- Boland Chamber Choir
- Donated shirts to the Robertson Cricket Team
- Robertson Old St Blues Band
- Kyle's Car Wash – T-shirts, printed stickers etc.
- Raymonda De Koker – Art and craft from recycled material
- Prestige Agri Awards
- Robertson Town Rugby Club

Projects we are focussing on 2023-2025:

Marketing the region

Birding

Wedding Industry

Voortrekker Road revitalization

Robertson Lenteskou – we received funding for marketing from Wesgro.

Hiking And MTB Routes

Outcomes and Future Recommendations:

The efforts of the Robertson Tourism Office over the past six months have yielded positive outcomes, including an increase in visitor numbers, improved brand visibility, and enhanced community partnerships. Moving forward, recommendations include:

- Continued investment in digital marketing strategies to reach new markets.
- Expansion of community engagement programs to involve more local stakeholders.
- Development of sustainable tourism practices to protect the region's natural and cultural heritage.

In conclusion, the Robertson Tourism Office has made significant progress in promoting tourism and enhancing visitor experiences over the past six months. By building on these achievements and implementing the recommended strategies, the office is well positioned for further growth and success in the future.

QUARTERLY REPORT: LOCAL ECONOMIC DEVELOPMENT: APRIL – JUNE 2024 (9/2/1/9) LED MANAGER

Purpose of Submission

To submit a quarterly progress report on the Local Economic Development Department to Council for the period APRIL – JUNE 2024.

Background

This report seeks to report the progress of the Local Economic Development Department for the period of APRIL – JUNE 2024.

PROGRESS: LOCAL ECONOMIC DEVELOPMENT

CAPITAL PROJECT: UPGRADING OF HOOP STREET, ROBERTSON INFORMAL TRADING AREA (T44/2023)

- Construction of the Upgrading of Robertson Informal Trading Area commenced on 15 April 2024.
- Due completion date is 28 June 2024.
- The Contractor appointed local labours from the specific ward first, as part of conditions stipulated in the tender document.
- First invoice received from the Contractor on 30 April 2024.
- First progress meeting was held on 3 May 2024.
- Second invoice received from the Contractor on 30 May 2024.
- Second progress meeting was held on 31 May 2024.
- Third invoice received from the Contractor on 14 June 2024.
- Regular feedback received from Project Management unit and continues discussions.
- Steel structures are being erected.
- Electrical cables are already underground.
- Plumbing, welding and gates completed.
- Disabled toilet finished along with the upgrading of other toilets.
- Branches of trees trimmed by Parks to accommodate the steel structures.
- Request for project to be rolled over to the 2024/2025 financial year.
- The actual expenditure as on 30 June 2024 is on 81%.



Upgrading of Robertson Informal Trading area

CAPITAL PROJECT: UPGRADING OF MONTAGU AND BONNIEVALE TRADING AREA

- On 31 May 2024, Manager: LED and Rural Development, Principal Clerk, Project Management and the contractors conducted a final completion inspection to issue a final approval certificate.

SMALL BUSINESS DEVELOPMENT

- Assisted Small Businesses on an ongoing basis with new company registrations, B-BBEE Certificates, advice, Central Suppliers Database (CSD) registrations.
- Businesses have been informed of equipment funding available. These applications must be completed online and sent to SEDA.
- Proposed dates for the SEDA Engagements, July till December 2024, have been sent to the SEDA offices.
- The Cape Winelands District Municipality hosted the Winelands Autumn Expo in Worcester on 24 and 25 May 2024. The Langeberg Municipality identified businesses in the Langeberg area that attended this event. The businesses sold a lot of their products and made new clients. They got orders from people at the Expo.
- SEDA is in the process of assisting spaza shops in the Langeberg area with business management training. The spaza owners interested in the training needs to be registered with CIPC and have a zoning certificate from Town planning. After the completion of training the business owners will receive a certificate and can then apply for funding through various government agencies.
- Businesses have been informed of funding available by SEDA for equipment and marketing purposes. Applications forms is available at the municipality.

NEEDS ANALYSIS WOMEN IN BUSINESS: ROADSHOW

- The LED Department embarked on a roadshow to establish the needs of Women in business in each town. The women in Nkqubela and Robertson, Ashton, Bonnievale was addressed during May 2024. McGregor and Montagu were done in November 2023. We compiled the needs and grouped together the women according to the different sectors. They will be assisted by SEDA through one-on-one needs analysis of their businesses.

SMME BOOSTER FUND – DEDAT

- The 2024 SMME Booster Fund will dedicate R9 million funding support to SMME business development through capacity building, coaching, mentorship, and the acquisition of technical support (machinery, equipment, software, digital tools and more) in the following categories:

Category 1: Developing SMMEs for the export market

Category 2: Business incubation and acceleration support

Category 3: Support to township-based businesses

Category 4: Infrastructure support for entrepreneurial center's

YOUTH DEVELOPMENT PROGRAMME

- SEDA in collaboration with Langeberg Municipality hosted an accredited Business Management Training for youth in the Langeberg area.
- 46 x Youth registered on the SEDA Portal for this training. Training for Group 2 took place on 13 – 15 May 2024 in Bonnievale Happy Valley Hall and Robertson Callie De Wet Hall.
- 10 x Youth attended the business training in Robertson Callie De Wet facilitated by Basic Business Solutions, a service provider of SEDA.
- 22 x Youth attended the Basic Business training in Bonnievale, Happy Valley Hall.
- Youth who completed the 3-day Accredited Business Management Training in May can apply for funding through NYDA (National Youth Development Agency).
- Youth in the Langeberg area had a Youth Day event on 17 June 2024 in Ashton, Barnard Hall. Three Art & Culture groups that received grant in aid from the Municipality performed on this day. Groups that performed were New Generations Arts Development Studio, Dancescape S.A and Ashton School of Dancing.
- The Youth in the Langeberg areas are in the process of establishing a Youth Owned Business forum. SEDA agreed to assist the youth with formalizing of the forums during May 2024, the establishment of

the other forums will be done during June/July 2024. The Youth Forum in Bonnievale and Ashton was established in May/ June 2024 with the assistance of SEDA.

- On 25 July 2024, a Youth Expo will be held with the Langeberg Youth. This expo will be in the form of an exhibition with different government agencies/institutions.
- Manager: LED and Langeberg Municipality arranged in collaboration with NYDA information sessions with the Youth in the Langeberg area from 3 – 6 June 2024. Langeberg Municipality in collaboration with NYDA hosted information sessions with youth in the Langeberg area (Robertson, Montagu/Ashton, McGregor and Bonnievale) from 3 – 6 June 2024.
- A total number of 35 youth attended the information sessions.
 - McGregor – 8
 - Bonnievale - 10
 - Robertson - 9
 - Montagu / Ashton - 8



NYDA information sessions

- The Business Management Training Certificate handover for Bonnievale, Robertson and Montagu took place on 3-6 June 2024.



Business Management Training (Youth) – Certificate handover

FORMALISATION OF INFORMAL TRADERS

- The LED Department in collaboration with SEDA had a meeting with Zolani Informal Traders on 23 April at the Zolani Library. They were briefed on the process of registering their Informal Trading businesses. LED Official explained the various ways to register, and the cost involved. The SEDA Business Advisor explained SEDA's processes, and he would assist not only on engagement dates but will do site visits at their homes as well.
- During SEDA engagement at Zolani Community Hall 18 June 2024 a follow up of the formal registrations of the Informal Trader businesses took place as well as one on one assessments.

SEDA ENGAGEMENTS AND TRAININGS

The following SEDA engagements already took place for 2024:

DATE	TOWN & VENUE	ENGAGEMENT – Systematic Need based Approach
16 April 2024 23 May 2024 27 June 2024	Bonnievale Happy Valley Side Hall Andile Dikane – SEDA Swellendam Business Advisor)	One on one consultations Ongoing business assessments with start ups New procurement: • IMEDP Funding GAP Assessments Compliance assistance with start ups Strategy Development Mentorship & Coaching
25 April 2024 14 May 2024 20 June 2024	Montagu Wilhelm Thys Community Hall Andile Dikane – SEDA Swellendam Business Advisor)	One on one consultations Ongoing business assessments with start ups New procurement: • IMEDP GAP Assessments Interventions Compliance assistance with start ups Strategy Development Mentorship & Coaching
23 April 2024 28 May 2024 25 June 2024	Nkqubela Community Hall (Andile Dikane – SEDA Swellendam Business Advisor)	One on one consultations Ongoing business assessments with start ups New procurement: • IMEDP GAP Assessments Compliance assistance with start ups Mentorship & Coaching
23 April 2024 28 May 2024 25 June 2024	Robertson Community Hall (Civic) Andile Dikane – SEDA Swellendam Business Advisor)	One on one consultations Ongoing business assessments with start ups New procurement: • IMEDP GAP Assessments Compliance assistance with start ups Mentorship & Coaching Contractor Screening Session
18 April 2025 16 May 2024 20 June 2024	McGregor Community Hall (Cheryl Damons – SEDA Worcester Business Advisor)	One on one consultations Ongoing business assessments with start ups New procurement: • IMEDP GAP Assessments Compliance assistance with start ups Mentorship & Coaching Contractor Screening Session
09 April 2024 21 May 2024 18 June 2024	Ashton & Zolani Barnard Community Hall & Zolani Community Hall Andile Dikane – SEDA Swellendam Business Advisor)	One on one consultations Ongoing business assessments with start ups New procurement: • IMEDP GAP Assessments Compliance assistance with start ups Mentorship & Coaching Contractor Screening Session

MEETINGS

- 11 April 2024 – Meeting with SMME's in Zolani
- 16 April 2024 – BSC Meeting Tenders 16,17 & 18
- 17 April 2024 – Meeting with Hoop Street Informal Traders, Robertson (Upgrading)
- 24 April 2024 - Meeting with Zolani Informal Traders regarding formalizing of businesses
- 03 May 2024 – Progress meeting upgrading of Informal Traders area
- 15 May 2024 – BSC Meeting T22/2024 (Council Chambers, Robertson)
- 10 June 2024 - Manager: LED and Rural Development attended the CWDM JDMA Meeting.
- 13 June 2024 – CWDM LED Regional Forum meeting
- 17 June 2024 – Youth Day celebration in Ashton
- 18 June 2024 – SEDA, Langeberg meeting with N & L du Toit Transport
- 27 June 2024 - Manager: LED and Rural Development attended the Langeberg Municipal Maturity Assessments with DEDAT.
- 28 June 2024 – LED & Rural Development Staff Meeting

INFORMAL TRADERS

<u>Informal Trading Area</u>	<u>Trading Spaces Available</u>	<u>Number of Traders</u>	<u>Permits issued for APRIL 2024</u>	<u>Permits issued for MAY 2024</u>	<u>Permits issued for JUNE 2024</u>
Robertson	66	31	0	0	0
Montagu	18	18	08	16	09
McGregor	14	15	0	0	0
Bonnievale	19	8	06	05	05
Nkqubela	11	6	11	08	0

- A list with Daily and Monthly bookings is submitted daily to Law Enforcement, for follow up and feedback.
- Site visits for complaints and monitoring purposes were conducted on:
 - 19 April 2024 – Site Visit in Montagu
 - 05,12,13,15 April 2024 – Site Visit in Robertson, Hoop Street
 - 17 April - Site Visit meeting with contractors
 - 08,09,13,28 May 2024 – Site Visit & Monitoring in Robertson, Hoop Street
 - 09, 23 May 2024 – Site Visit & Monitoring in Montagu, Mark Street.
 - 31 May 2024 – Final approval Certificate for BEAP construction at Bonnievale and Montagu Informal Trading area (Langeberg officials, DS Consultant & BEAP Construction)
 - 12 June 2024 – Site visit at Hoop Street, Robertson. Upgrading of trading area
 - 13/14 June 2024 – Site visit and monitoring at Montagu trading area, Mark Str
- Capturing and updating trading information and assisting clients with information on trading regulations at sites in the Langeberg area.
- Captured Montagu Trading Permit Books **7401 – 7600 & 6201 - 6400**. Booked out new Informal Trader Permit book for Robertson (**7801 – 8000**).
- The process of acquiring the new Informal trader permits book will be done in collaboration with the Finance Department.
- The Nkqubela trading spaces are all occupied and there is currently a waiting list for new traders.
- Complaints were received about illegal trading at the Nkqubela trading area. This was given through to Law Enforcement.
- Updating of Montagu Traders list and add, new traders interested to waiting list.
- Allocated 2 stalls to new Informal Traders.
- Meeting with businesses in Zolani that are interested in formalizing informal trading area and assisting with registering of new companies.
- A meeting with SEDA Business advisor was held during May 2024 for the formalization of the Informal Trader businesses.

CRAFTERS PROGRAMME

- The LED Department identified crafters in Nkqubela and Zolani. Crafters that were part of the previous crafters programme where they received training from CCDI (Cape Craft and Design Institute). These Crafters will be included in this programme together with other Crafters who want to be part of the Programme. This programme will also be held in the other towns later.
- SEDA undertook to assist with training of these Crafters in their various genres e.g., pottery, jewelry making and beading. After training the quality of the products will be looked at as SEDA wants to link the Crafters with other government departments to further their crafting business. The Crafters will then be able to sell their crafts at the Informal Trading areas also.

ARTS AND CULTURE DEVELOPMENT

- Attached are the Monthly reports and Expenditures of the Arts and Culture Service Providers for April - June 2024.

CONSULTATIONS

- 52 Consultations were done from APRIL – JUNE 2024.

Assisting with:

- General information,
- Assistance and information on CSD and fundings,
- Assisting with New Company registration through (SwiftReg & SEDA),
- Providing information on way forward after registration,
- Youth for Basic business training by SEDA,
- NYDA Youth Information Session in all 5 towns,
- Registrations on the SEDA Online Portal,
- Needs analysis with Women in Business in the Langeberg region,
- Enquiries & complaints from Informal Traders
- Assist youth with SEDA's online portal registrations.

Recommendation / Aanbeveling

It is recommended that the council note the content of the quarterly report for the period of APRIL – JUNE 2024.

This item served before the Special Economic, Social & Integrated Development Services Portfolio Committee on 24 July 2024

Hierdie item het gedien by die Spesiale Ekonomiese, Sosiale & Geïntegreerde Ontwikkelings DienstePortefeulje Komitee op 24 Julie 2024

Aanbeveling / Recommendation

It is recommended that the council note the content of the quarterly report for the period of APRIL – JUNE 2024.

This item served before the Executive Mayoral Committee on 24 July 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 24 Julie 2024

Aanbeveling / Recommendation

It is recommended that the council note the content of the quarterly report for the period of APRIL – JUNE 2024.

EXPENDITURE ON 2023/2024 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FOURTH QUARTER (5/1/3) DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of the report

To submit a report to council on the progress made on the implementation of 2023/2024 approved Budget as measured in 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.

The municipality is currently preparing the annual financial statements for the financial period ending 30 June 2024, in accordance with section 126 (1) (a) of the MFMA. The financial information available at this time does not accurately reflect the municipality's financial position, as many year-end journals and processes are still being finalized, which will affect the final financial results. This report provides an update on the progress as of July 2024 regarding the year-end finalization for 30 June 2024.

Comments:

The relevant supporting documentation will be provided separately.

Recommendation

That Council notes the content of the report

WRITE-OFF OF MUNICIPAL ASSETS – FINACIAL YEAR ENDED 30 JUNE 2024 : DIRECTORATE: FINANCIAL SERVICES (CHIEF FINANCIAL OFFICER)

Purpose of Report

To submit a report on write-offs for Council's notification.

Background

Asset write-offs are essential for maintaining accurate financial records and ensuring transparency. The process involves obtaining approval or notification of occurrence in cases, such as theft, from either the Council or the Municipal Manager. Once approved or noted, the assets are removed from the register.

Reasons for Asset Write-Offs

The only valid reasons for asset write-offs, apart from asset sales during alienation, are as follows:

1. Loss: When an asset is lost and cannot be recovered.
2. Theft: When an asset is stolen and cannot be retrieved.
3. Destruction: When an asset is damaged beyond repair.
4. Material Impairment: When an asset's value significantly decreases due to impairment (e.g., obsolescence, wear and tear).
5. Decommissioning: When an asset is no longer in use and is permanently retired.

Write-Offs in the Municipality

The only write-offs that occurred during the specified period were related to insurance claims. These claims are summarized in the attached annexure.

Aanbeveling / Recommendation

That the contents of the report on write-offs is noted.

Annexure

Asset Code	Barcode	Description	Reason	Cost	Depreciation	Impairment	Carrying value
5086	26746	SCANNER - METER READING DEVICE CIPHER LAB RK25	LAN-003-A-2324 Damaged disposal /salvaged - Insurance	26 680.00	15 629.79	-	11 050.21
8933	26605	Link stick - Teleopic	LAN-004-A-2324 Stolen disposal - Insurance	6 389.60	2 807.29	-	3 582.31
5084	26744	Meter Reading Device B/C 26744	LAN-009-A-2324 Damaged disposal /salvaged - Insurance	26 680.00	16 213.94	-	10 466.06
20223	20744	Chainsaw MS Stihl 381 B/C 20744	LAN-012-A-2324 Damaged disposal /salvaged - Insurance	4 676.62	1 477.63	-	3 198.99
48569		Flow meter	LAN-020-C-2324 Stolen disposal - Insurance	5 105.35	4 842.39	-	262.96
623996	27797	Laptop - Dell Latitude 4320 (Z Zipho)	LAN-028-E-2324 Damaged disposal /salvaged - Insurance	16 173.04	5 610.04	-	10 563.00
6587	23426	STHIL Hedge Trimmer B/C 23426	LAN-031-A-2324 Stolen disposal - Insurance	5 695.00	5 144.67	-	580.33
20637	26955	Laptop damaged - Cllr Andiswe Ndongeni	LAN62022-235W/45AR Damaged disposal/salvaged - Insurance	21 631.05	12 636.98	-	8 994.07
34685		Montagu sewerage pumpstation - 2 Chlorine Pumps stolen	LAN-023-C-2324 Stolen disposal - Johann Carolus - Insurance	1 147.21	1 143.60	-	3.61
5550	25812	Chris van Zyl hall - Theft Urn 301	LAN-37-C-2324 Stolen Disposal - Insurance	1 086.96	63.11	-	1 023.85

(A4768)

STOCKTAKING 2023/24 FINANCIAL YEAR ~ OPERATING STORES (6/1/1) DIRECTOR FINANCIAL SERVICES**Purpose of report**

To submit a report to Council regarding the stocktaking at the Municipal Stores for the 2023/24 financial year.

Background

The official stock take was carried out at the Langeberg Municipality's Central Store from 18 – 30 June 2024 and Internal Audit informed the Auditor –General of the dates of the stock take.

Financial Interns and temporary workers were made available to partake in the stock count as independent officials to formally confirm that inventory records are complete and confirm the existence and condition of the inventory on 30 June 2024. The stock take also identifies obsolete and/or unusable inventory and serves as a basis for the compilation of the annual financial statements in terms of inventory presentation and disclosure. The stock take also confirms the reliability of the municipality's inventory system and identifies areas for improvement, as needed.

In instances, where discrepancies still existed after the 2nd count, as part of investigating the difference, another recount was performed, and appropriate evidence was obtained to consider in the counting of the stock items and resolving differences.

Journals have been compiled, reviewed and captured in the financial system, for shortage, surplus and damaged stock.

The total difference (surplus/shortage) represents .0,05 % of the total stock value.

The following reports are included in the report, as identified on 30 June 2024:

- Slow moving stock
- The 20 highest value stock items
- Damaged and unusable stock
- Dormant Stock
- Stock Surplus and Shortages
- Relevant documentation **attached to this report.**

Comments

Please note that there are capital spares for Infrastructure that are held at the stores, which are not included in the stock value as they are part of the Asset Register, to the value of:

Electrical	R9,446,263.87
Water	R 233,748.61

The biggest challenges with regards to inventory currently held at the store relate to electrical cable, conductor and wire, as not all of these items are pre-marked and/or cannot be marked and due to the weight and length not all can be physically measured.

During the financial year (14 February 2024) dormant stock (inventory) to the value of R165,421.02 stock was sold at a Municipal Auction to the value of R165,421.02

Recommendation / Aanbeveling

That the stock-take report of the Municipal Stores for the 2023/24 financial year be accepted.

Dat die voorraadopname verslag van die Munisipale Store vir die 2023/24 finansiële jaar aanvaar word.

STOCKTAKE-REPORT FOR 2023/2024
FINANCIAL YEAR

It is hereby certified that a stock take has been done for the 2023/24 financial year in terms of GRAP 12 and the following has been determined:

- (a) The value of the stock amounts to R14,825,617.04 at lower of cost / NRV.
- (b) A proper record is kept which indicates the items that should be found during the stocktake.
- (c) The value of the stock where no movement has taken place during the financial year amounts to R 1,159,213.28
- (d) List of 20 highest value stock items amounts to R493,604.07
- (e) Damaged /unusable goods to the amount of R513.92 were identified.
- (f) Stock Surplus to the amount of R4,003.96
- (g) Stock Shortage to the amount of R12,239.65

K M Meiring
ACCOUNTANT (INSURANCE & STORES MANAGEMENT)

L Nokama
MANAGER BUDGET OFFICE

(A4769)
STOCKTAKE-REPORT FOR 2023/2024
FINANCIAL YEAR

It is hereby certified that a stock take has been done for the 2023/24 financial year in terms of GRAP 12 and the following has been determined:

- (a) The value of the stock amounts to R14,825,617.04 at lower of cost / NRV.
- (b) A proper record is kept which indicates the items that should be found during the stocktake.
- (c) The value of the stock where no movement has taken place during the financial year amounts to R 1,159,213.28
- (d) List of 20 highest value stock items amounts to R493,604.07
- (e) Damaged /unusable goods to the amount of R513.92 were identified.
- (f) Stock Surplus to the amount of R4,003.96
- (g) Stock Shortage to the amount of R12,239.65


K M Meiring
ACCOUNTANT (INSURANCE & STORES MANAGEMENT)


L Nokama
MANAGER BUDGET OFFICE

STOCKTAKE-REPORT FOR 2023/2024
FINANCIAL YEAR

It is hereby certified that a stock take has been done for the 2023/24 financial year in terms of GRAP 12 and the following has been determined:

- (a) The value of the stock amounts to R14,825,617.04 at lower of cost / NRV.
- (b) A proper record is kept which indicates the items that should be found during the stocktake.
- (c) The value of the stock where no movement has taken place during the financial year amounts to R 1,159,213.28
- (d) List of 20 highest value stock items amounts to R493,604.07
- (e) Damaged /unusable goods to the amount of R513.92 were identified.
- (f) Stock Surplus to the amount of R4,003.96
- (g) Stock Shortage to the amount of R12,239.65


K M Meiring
ACCOUNTANT (INSURANCE & STORES MANAGEMENT)