LANGEBERG
MUNISIPALITEIT MUNICIPALITY MASIPALA

Raadslede van die Raad van die Langeberg Munisipaliteit

Kennis geskied hiermee van 'n Raadsvergadering
van die Raad van Langeberg Munisipaliteit wat gehou sal word op
25 SEPTEMBER 2025 om 10H00
in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson
om oorweging te verleen aan die items op die aangehegte agenda.

Councillors of the Council of the Langeberg Municipality

Notice is hereby given of a Council Meeting
of the Municipal Council of the Langeberg Municipality to be held on
25 SEPTEMBER 2025 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

AGENDA

~ 25 SEPTEMBER 2025 ~

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 22 August 2025 at 10h04 in the Council Chambers, Church Street, Robertson **05 - 10**

   Bekragtiging van die Notule van 'n Gewone Vergadering van die Raad van Langeberg Munisipaliteit gehou op 22 Augustus 2025 om 10h04 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)**	**13**
12.2	Reports submitted to Council for consideration **(AA Items)** Verslae voorgelê aan die Raad vir oorweging **(AA-Items)**	**117**
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)**	**120**

A ITEMS

A4960	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2025 : DIRECTORATE: CORPORATE SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	13
A4961	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2025 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	14
A4962	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2025 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	15
A4963	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2025 : DIRECTORATE ECONOMIC, SOCIAL & INTEGRATED DEVELOPMENT SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	16
A4964	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2025 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	17
A4965	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JUNE 2025 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	18
A4966	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - JULY 2025 : DIRECTORATE ECONOMIC, SOCIAL & INTEGRATED DEVELOPMENT SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	19
A4967	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JULY 2025 : DIRECTORATE COMMUNITY SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	20
A4968	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JULY 2025 : DIRECTORATE ENGINEERING SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	21
A4969	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - JULY 2025 : OFFICE OF THE MUNICIPAL MANAGER (9/2/1) (CHIEF FINANCIAL OFFICER)	22
A4970	DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - JULY 2025 : DIRECTORATE FINANCIAL SERVICES (9/2/1) (CHIEF FINANCIAL OFFICER)	23
A4971	RIVER MAINTENANCE MANAGEMENT PLANS: ACTIONS REQUIRED TO IMPROVE SAFETY (LSDF9/2/1/5) (MANAGER: TOWN PLANNING)	24
A4972	APPLICATION TO PURCHASE UNREGISTERED ERF 2694, ROBERTSON (7/2/3/2/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	28
A4973	ROBERTSON RUGBY FOOTBALL CLUB REQUEST FOR SPACE TO RENT AT VAN ZYL STREET SPORTSGROUND (17/8/R) (DIRECTOR: COMMUNITY SERVICES)	33
A4974	DEVELOPMENT OF THE DRAFT LIBRARY HALLS AND ACTIVITY ROOMS USAGE POLICY (17/4/B) (DIRECTORATE COMMUNITY SERVICES)	37
A4975	PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEBERG MUNICIPALITY FOR APRIL – JUNE 2025 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)	39
A4977	PRESENTATION ON THE 100-DAY CHALLENGE IMPLEMENTATION MODEL FOR ENDING GENDER-BASED VIOLENCE AND FEMICIDE (GBVF) (DIRECTOR ECONOMIC, SOCIAL & INTEGRATED DEVELOPMENT SERVICES)	41
A4981	BUSINESS CONTINUITY COMMITTEE: BUSINESS CONTINUITY MANAGEMENT POLICY – 2025 / 2026 (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)	43
A4982	QUARTERLY REPORT BUILDING PLAN SUBMITTED: APRIL 2025 – JUNE 2025 (9/2/1/5) (MANAGER: TOWN PLANNING)	45
A4983	APPLICATION TO PURCHASE ERF 314, ASHTON (7/2/3/2/1) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	48
A4984	ST JOHNS APOSTOLIC FAITH MISSION: APPLICATION TO PURCHASE UNREGISTERED ERF 3337 (PORTION OF ERF 907) SITUATED IN BOEKENHOUTSKLOOF BONNIEVALE FOR CHURCH PURPOSES (7/2/3/2/2) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	53
A4985	RESUBMISSION TO COUNCIL OF ALL REPORTS ON THE MOUTON HOUSE, McGREGOR (DIRECTOR ECONOMIC SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	58

A4986	ASSIGNMENT AGREEMENT REGARDING THE OPERATION OF PUBLIC LIBRARIES BY MUNICIPALITIES IN THE WESTERN CAPE (17/4/B) (DIRECTORATE COMMUNITY SERVICES)	61
A4987	AMENDMENT OF DETERMINATION OF UPPER LIMITS OF THE SALARIES, ALLOWANCES AND BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS (GOVERNMENT GAZETTE 53168) (4/5/1) (DIRECTOR: CORPORATE SERVICES)	65
A4988	AUDIT & PERFORMANCE COMMITTEE: AUDIT & PERFORMANCE COMMITTEE CHARTER, INTERNAL AUDIT CHARTER, INTERNAL AUDIT METHODOLOGY FOR 2025 / 2026 (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)	67
A4989	AUDIT & PERFORMANCE COMMITTEE: SUBMISSION OF THE QUARTERLY REPORT FOR QUARTER 4 OF 2024 / 2025 (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)	68
A4990	CHRISTMAS LIGHTS EVENT 2025 - DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES	70
A4991	PERFORMANCE INDICATORS TO BE INCLUDED IN TOP-LEVEL SDBIP (2025 / 2026) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	72
A4992	PROGRAMME OF DATES FOR MEETINGS 2026 ~ SECTION 79 COMMITTEE, SECTION 80 COMMITTEES, EXECUTIVE MAYORAL COMMITTEE AND COUNCIL ~ JANUARY TO DECEMBER 2026 (3/2/3/1) (SNR MANAGER: ADMINISTRATIVE SUPPORT)	74
A4994	RESUBMISSION: POLICY FOR FENCING ACROSS MUNICIPAL ROADS AND PEDESTRIAN PATHWAYS WITH THE PURPOSE OF RESTRICTING ACCESS FOR SAFETY REASONS (MANAGER: TOWN PLANNING) (15/1/R)	79
A4995	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – AUGUST 2025 (9/2/1/3) (CHIEF FINANCIAL OFFICER)	82
A4996	REPORT TO COUNCIL: COMPULSORY NATIONAL WATER AND SANITATION SERVICES STANDARDS	83
A4997	REPORT: FREE SERVICES TO THE ROBERTSON SPRING SHOW (DIRECTOR ENGINEERING SERVICES)	86
A4998	IRREGULAR EXPENDITURE WRITE OFF - (2023/2024 and 2024/2025) (DIRECTOR: FINANCIAL SERIVCES (CFO))	88
A4999	REPORT: EXPENDITURE OF ORGANISATIONS IN TERMS OF THE GRANT-IN-AID PROCESS (5/15/1/2) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES	92
A5000 (was B850)	APPLICATION FOR THE LEASE AND/ OR PURCHASE OF THE COTTAGE SITUATED ON A REMAINDER OF LANGEVALLEY FARM NO.15 DASSIESHOEK, ROBERTSON (7/2/3/1/5: 7/2/3/2/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)	102
A5001	ASSESSMENT REPORT ON PROGRESS MADE IN ADDRESSING CRITICAL ISSUES RAISED ON IMPLEMENTATION OF THE ERP PROJECT (DIRECTOR – FINANCIAL SERVICES (CFO))	107
A5002	RESPONSE TO THE QUESTIONS RAISED BY CLLR TVE COETZEE ON OVERTIME IN COUNCIL (DIRECTOR – FINANCIAL SERVICES (CFO))	115

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – MAY 2025 : 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 May 2025 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 03 September 2025 (pg. 13)

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes be 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 2025 : 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 2025 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 03 September 2025 (pg. 15 – 16)**

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes be 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 2025 : 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 2025 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 03 September 2025 (pg. 18 – 50)

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes be 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 2025 : DIRECTORATE ECONOMIC, SOCIAL & INTEGRATED DEVELOPMENT 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 2025 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 03 September 2025 (pg. 52)

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes be 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 2025 : 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 2025 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 03 September 2025 (pg. 54)**

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

That the contents of the report on deviations from the procurement processes be 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 2025 : 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 2025 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 03 September 2025 (pg. 56 – 59)

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

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

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

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - JULY 2025 : DIRECTORATE ECONOMIC, SOCIAL & INTEGRATED DEVELOPMENT 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 July 2025 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 03 September 2025 (pg. 61)

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

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

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

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JULY 2025 : 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 July 2025 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 03 September 2025 (pg. 63)

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

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

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

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES – JULY 2025 : 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 July 2025 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 03 September 2025 (pg. 65 – 70)

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

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

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

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - JULY 2025 : 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 July 2025 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 03 September 2025 (pg. 72)

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

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

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

DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES - JULY 2025 : 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 July 2025 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 dié 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 03 September 2025 (pg. 74)

This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025
Recommendation / Aanbeveling

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

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

RIVER MAINTENANCE MANAGEMENT PLANS: ACTIONS REQUIRED TO IMPROVE SAFETY (LSDF9/2/1/5) (MANAGER: TOWN PLANNING)

Purpose of Report

The purpose of this report is to clarify which rivers have approved River Maintenance Management Plans (RMMPs) and where further RMMPs are required; and the typical actions identified in RMMPs to improve community safety relating to rivers.

Background

At the Langeberg Community Safety Forum on 23 May 2025, the Environmental Urban Design Cluster discussed the following safety concerns relating to rivers:

- Need to control reeds to prevent unnecessary hiding places for criminals.
- Need to protect water quality and quantity for overall health and safety.
- Need to address riverbank erosion and manage siltation and debris loads in rivers to allow rivers to flow unimpeded and therefore minimise risk to infrastructure and life in flood conditions.

The Environmental Urban Design Cluster noted that information on RMMPs is recorded in the recently adopted Langeberg Spatial Development Framework, 2025 (LSDF). The Councillors requested that the information be extracted and included in an item to Council, via the Engineering Portfolio Committee, to confirm which rivers already have approved RMMPs and require implementation to address the above concerns; and which rivers require the preparation of new RMMPs to clarify future management and maintenance responsibilities so as to improve the current state of rivers in the Langeberg Municipal area.

Comments

The Langeberg Municipal Parks Department appoint contractors to clean and manage vegetation within the following stretches of rivers within the municipal area:

Id	Name	Y	X	Town
1	Hoops River (Wolhuter St)	-33.812561	19.878211	Robertson
2	Droe River (Igloo St)	-33.781984	19.895174	Robertson
3	Willem Nel River (Kromhout St)	-33.804381	19.873907	Robertson
4	Droe River (Rolbos St)	-33.783813	19.881648	Robertson
5	Keisie River	-33.766646	20.11592	Montagu
6	Keisie River (Mill St)	-33.786082	20.115649	Montagu
7	Hoops River (Van Zyl St)	-33.803029	19.891011	Robertson

However, there are functions in addition to vegetation clearing which are required to manage rivers and there is privately-owned land which is not the responsibility of the Municipality. Further, some activities in rivers require prior approval in terms of the National Water Act and / or the EIA listed activities in terms of NEMA.

Consequently, there is a need for RMMPs. A RMMP identifies what actions are required within specific sections of a river and who is responsible for taking these actions. A RMMP plays a key role in coordinating landowners and relevant role players and identifying a "lead agent" in ensuring river maintenance takes place according to the approved plan.

The typical grouping of implementation activities is: Clearing of alien vegetation and reeds, minor and major repairs to infrastructure, repairs to river crossings, sediment removal from infrastructure, and bank stabilisation (planting and / or gabions). Where there is an approved RMMP, there are fewer authorisations required to maintain rivers and repair flood damage.

The Langeberg SDF 2015 identified the need for RMMPs, but very few have been prepared and implemented since 2015. The Provincial Department of Agriculture has taken the lead in this regard and therefore most of the approved RMMPs cover farmland. Accordingly, the preparation and implementation of river management, particularly where rivers run through the towns, is identified as one of the Strategic Objectives in the LSDF 2025. This relates to the need to protect water quality and biodiversity, and the need for ecological corridors to minimise flood risk. Rivers are "green infrastructure," and their proper management has long-term environmental and economic benefits.

Map 49 in the LSDF 2025 identifies all river corridors, and which ones have approved RMMPs and which require RMMPs. These are listed as follows:

Rivers with approved RMMPs:

Rural Areas:

Baden River MMP, 2017 (north of Montagu), Keisie River MMP, 2014 (north of Montagu), Kingna River MMP, 2018 (north-east of Montagu); Dwariega, Groot & Kingna East, 2015 (east of Montagu); Keisers River MMP, 2018 (north of McGregor).

Towns:

The above Kingna RMMP, 2018 includes the Kingna river through Montagu which includes mostly privately owned land and some sections of Municipal-owned land.

The above Keisers RMMP, 2018 includes the Houtbaai river to the north-east of McGregor, which includes substantial portions of Re/330 McGregor which is municipal owned.

Rivers requiring RMMPs:

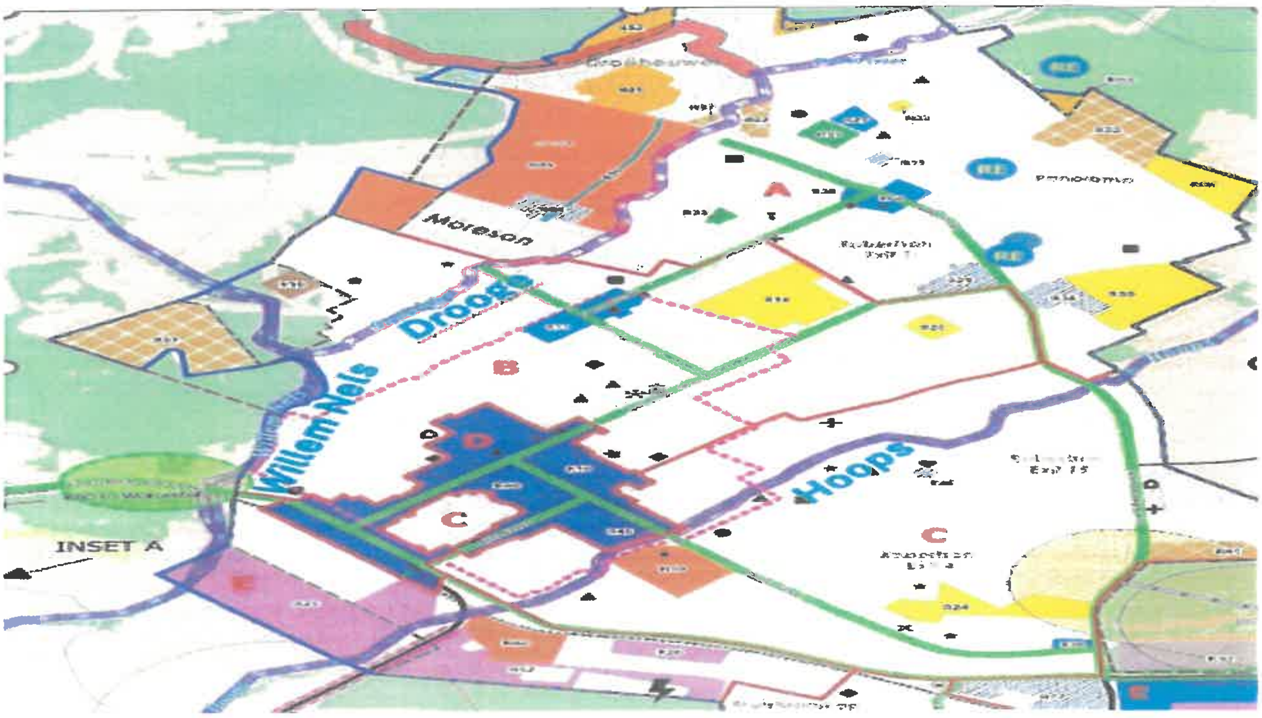
Towns:

Montagu: Keisie River, from above Avalon Springs to Cogmanskloof River (Wards 11 and 7).
Robertson: Hoops River (Wards 6, 11 and 1) and Drooge / Willem Nels River (Wards 3, 1 and 6).
Montagu / Ashton: Cogmanskloof, from Voortrekker bridge to Ashton (Wards, 11, 9, 10).
Bonnievale: Boekenhoutskloof river (Wards 4 and 8).

Rural:

Breede river from Rooibrug to Kambati (Wards 8 and 4) – Provincial Dept of Agriculture.

The need for a RMMP for the Keisie River through Montagu is identified as a priority given recurring, frequent flooding. The Parks Department, Community Services Directorate is currently in the process of finalising a tender for the appointment of consultants to prepare this RMMP.



The Hoops and Drooge / Willems Nels Rivers through Robertson are also recognised as a priority for the preparation of RMMPs given the following:

- These rivers are the most degraded in the Langeberg municipal area in terms of lack of management, lack of community projects, widespread littering, and erosion of embankments. Squatting is also a more recent pressure on the Drooge river in terms of both the use of water and the disposal of wastewater.
- Flooding of these rivers also has the potential to affect many residents due to the extensive residential areas adjoining these rivers.

Funding is required for the preparation of these two RMMPs in Robertson.

Comments: Director Community Services

I support the prioritisation of RMMP development for the Keisie River in Montagu, as well as Hoops and Drooge/Willems Nels Rivers in Robertson. An amount of R500,000 has been allocated for the development of RMMPs in the 2025–2026 financial year. The cost of the Keisie River RMMP will determine the remaining funds available, and any additional budget required for the Hoops and Drooge/Willems Nels Rivers. These RMMPs will also be essential in defining the responsibilities of both internal departments and private landowners, thereby enhancing coordination, and ensuring sustainable, long-term implementation.

Comments: Director Corporate Services

The contents of the report is noted and the recommendations are supported.

Comments: Acting Director Financial Services (CFO)

The report and recommendations are supported to improve safety.

Comments: Director Economic, Social & Integrated Development

The content of the report is noted, and recommendations are supported.

Comments: Director Engineering Services

I support the report and recommendations as it addresses this important matter with relevant detail and gives appropriate direction going forward.

Comments: Municipal Manager

The content of the report is noted with sincere appreciation and the related recommendation supported.

RECOMMENDATION

1. That Council notes the approved RMMPs as listed above and the need to ensure implementation thereof, and supports the preparation of the following RMMPs, as identified in the approved LSDF 2025:

   - Montagu: Keisie River, from above Avalon Springs to Cogmanskloof River (Wards 11 and 7).
   - Robertson: Hoops River (Wards 6, 11 and 1) and Drooge / Willem Nels River (Wards 3, 1 and 6).

2. Further, that Council notes the need for the participation of landowners and the community in terms of river maintenance and implementation measures to protect and improve water quality and community safety; and that consideration be given to include "River management" as a standard agenda item for the following Ward Committee meetings:

   - Ward 1: Hoops, Drooge and Willem Nels Rivers (proposed RMMPs)
   - Ward 3: Drooge and Willem Nels River (proposed RMMP)
   - Ward 5: Keisers River (approved RMMP)
   - Ward 6: Hoops and Willem Nels Rivers (proposed RMMPs)
   - Wards 7: Kingna and lower Keisie Rivers (approved and proposed RMMPs, respectively)

- Ward 11: Hoops and lower Keisie Rivers (proposed RMMPs)
- Ward 12: Kingna and upper Keisie Rivers (approved RMMPs)

<u>This item served before the Engineering Services Portfolio Committee on 03 September 2025</u>
<u>Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 03 September 2025</u>
<u>Aanbeveling / Recommendation</u>

1. That Council notes the approved RMMPs as listed above and the need to ensure implementation thereof, and supports the preparation of the following RMMPs, as identified in the approved LSDF 2025:

   - Montagu: Keisie River, from above Avalon Springs to Cogmanskloof River (Wards 11 and 7).
   - Robertson: Hoops River (Wards 6, 11 and 1) and Drooge / Willem Nels River (Wards 3, 1 and 6).

2. Further, that Council notes the need for the participation of landowners and the community in terms of river maintenance and implementation measures to protect and improve water quality and community safety; and that consideration be given to include "River management" as a standard agenda item for the following Ward Committee meetings:

   - Ward 1: Hoops, Drooge and Willem Nels Rivers (proposed RMMPs)
   - Ward 3: Drooge and Willem Nels River (proposed RMMP)
   - Ward 5: Keisers River (approved RMMP)
   - Ward 6: Hoops and Willem Nels Rivers (proposed RMMPs)
   - Wards 7: Kingna and lower Keisie Rivers (approved and proposed RMMPs, respectively)
   - Ward 11: Hoops and lower Keisie Rivers (proposed RMMPs)
   - Ward 12: Kingna and upper Keisie Rivers (approved RMMPs)

<u>This item served before the Executive Mayoral Committee on 17 September 2025</u>
<u>Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025</u>
<u>Aanbeveling / Recommendation</u>

1. That Council notes the approved RMMPs as listed above and the need to ensure implementation thereof, and supports the preparation of the following RMMPs, as identified in the approved LSDF 2025:

   - Montagu: Keisie River, from above Avalon Springs to Cogmanskloof River (Wards 11 and 7).
   - Robertson: Hoops River (Wards 6, 11 and 1) and Drooge / Willem Nels River (Wards 3, 1 and 6).

2. Further, that Council notes the need for the participation of landowners and the community in terms of river maintenance and implementation measures to protect and improve water quality and community safety; and that consideration be given to include "River management" as a standard agenda item for the following Ward Committee meetings:

   - Ward 1: Hoops, Drooge and Willem Nels Rivers (proposed RMMPs)
   - Ward 3: Drooge and Willem Nels River (proposed RMMP)
   - Ward 5: Keisers River (approved RMMP)
   - Ward 6: Hoops and Willem Nels Rivers (proposed RMMPs)
   - Wards 7: Kingna and lower Keisie Rivers (approved and proposed RMMPs, respectively)
   - Ward 11: Hoops and lower Keisie Rivers (proposed RMMPs)
   - Ward 12: Kingna and upper Keisie Rivers (approved RMMPs)

A4972

APPLICATION TO PURCHASE UNREGISTERED ERF 2694, ROBERTSON (7/2/3/2/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)

Purpose of report

To submit a report to Council for consideration regarding an application received from Michelle Theron Architecture on behalf of Mallarme Traders (Pty) Ltd.

Background

The following letter was received from Michelle Theron Architecture:

" Ek verwys na ons telefoniese gesprek & navraag m.b.t. die prosesse vir die Aansoek om Aankoop van 'n Ongeregistreerde Erf. Hiermee doen ons daarom formeel aansoek vir die Aankoop van die ongeregistreerde erf - Erf 2694, 4 Georgestraat, Bergsig, Robertson. Volgens navrae is hierdie grond tans nie amptelik geregistreer nie, en ek is bewus van die prosedures wat gevolg moet word om die eiendom wettig te bekom.

Grondslag van Aansoek:

1. *Beskrywing van die Erf: Die betrokke erf is geleë in die Bergsig area, Robertson. Bestaande Erfgrense van die erf is soos aangetoon op goedgekeurde SG Diagram aangeheg (Aanhangsel B).*
2. *Huidige Besit: Volgens navraag behoort die eiendom tans aan Langeberg Munisipaliteit.*
3. *Doel van Aankoop: Die kliënt besit Erf 2695 reg langs bogenoemde erf & beplan om 'n Usave sentrum op te rig (Aanangsel A). Ons is besig met onderhandelinge & beplanning is reeds in gevorderde stadium. Erf 2695 is 'n Besigheid Sone 1 sonering. Erf 2694 sal hierby aansluit & daarom ook as Besigheid Sone 1 gebruik word. Sien voorlopige Uitlegplan Aanhangsel C aangeheg.*

Aansoek om Goedkeuring:

Ek versoek dat die betrokke owerheid my aansoek oorweeg en die nodige goedkeuring verleen vir die aankoop van die ongeregistreerde erf. Ek is bereid om alle vereiste dokumentasie en inligting te verskaf om die proses te vergemaklik. Ek sien uit daarna om van u te hoor en is beskikbaar vir enige verdere inligting of dokumentasie wat benodig mag word.

Vriendelike groete"

A location map was attached.

The following comments were received:

Comments: Director: Strategy & Social Development

Should there not be a need for Council to use property for municipal needs ; and council decide to sell the property, this should be done via open market tender.

Comments: Director: Community Services

No objection subject to compliance requirements.

Comments: Director: Civil Engineering Services

Noted

Comments: CFO

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

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

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

Comments: Manager: Civil Engineering Services

The Civil Engineering Department has no objection to the above application to purchase the unregistered erf 2694.

Comments: Manager: Town Planning

Proposed erf 2694 currently forms part of Re/2690 Robertson and must be separately registered.

Unregistered erf 2694 Robertson is zoned Business zone I in terms of the Langeberg Integrated Zoning Scheme, with the primary use right being "Business premises".

The development parameters for business premises include requirements for **on-site** parking. It is noted that the concept layout plan does not indicate any provision for on-site parking.

Comments: Cllr Hess

I have no objection to the application. As long as everything is done according to the prescribed legislation.

Comments: Manager: Snr Manager: Administrative Support

Proposed erf 2694 Robertson is zoned Business zone I in terms of the Langeberg Integrated Zoning Scheme, with the primary use right being "Business premises". The development parameters for business premises include requirements for **on-site** parking. I support the selling of the business property on the open market.

Comments: Director: Corporate Services

The recommendation is supported.

Comments: Municipal Manager

The recommendation is supported.

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 Michelle Theron Architecture on behalf of Mallarme Traders (Pty) Ltd to purchase unregistered erf 2694, Robertson not be approved.

3. That unregistered erf 2694, Robertson be alienated by way of public tender for business purposes 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 tenderer be responsible for all the connection fees for municipal services rendered to the property.

3.4 That the tenderer be responsible for the payment of development levies / bulk services contributions related to the extra erf that is created if applicable.

3.5 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property if applicable.

3.6 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable.

3.7 That it be stipulated that the agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning.

3.8 That such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

3.9 That the application for subdivision and rezoning be submitted within 6 months from date of the agreement of sale. If subdivision is approved the purchase deal, be finalized within a period of 6 months thereafter.

NOTE: **The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 03 September 2025 (pg. 29)**

This item served before the Corporate Services Portfolio Committee on 03 September 2025
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 03 September 2025
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 Michelle Theron Architecture on behalf of Mallarme Traders (Pty) Ltd to purchase unregistered erf 2694, Robertson not be approved.

3. That unregistered erf 2694, Robertson be alienated by way of public tender for business purposes 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 tenderer be responsible for all the connection fees for municipal services rendered to the property.

3.4 That the tenderer be responsible for the payment of development levies / bulk services contributions related to the extra erf that is created if applicable.

3.5 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property, if applicable.

3.6 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable.

3.7 That it be stipulated that the agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning.

3.8 That such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

3.9 That the application for subdivision and rezoning be submitted within 6 months from date of the agreement of sale.

3.10 That if the subdivision is approved, the purchase deal be finalized within a period of 6 months thereafter.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
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 Michelle Theron Architecture on behalf of Mallarme Traders (Pty) Ltd to purchase unregistered erf 2694, Robertson not be approved.

3. That unregistered erf 2694, Robertson be alienated by way of public tender for business purposes

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 tenderer be responsible for all the connection fees for municipal services rendered to the property.

3.4 That the tenderer be responsible for the payment of development levies / bulk services contributions related to the extra erf that is created if applicable.

3.5 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property, if applicable.

3.6 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable.

3.7 That it be stipulated that the agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning.

3.8 That such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

3.9 That the application for subdivision and rezoning be submitted within 6 months from date of the agreement of sale.

3.10 That if the subdivision is approved, the purchase deal be finalized within a period of 6 months thereafter.

ROBERTSON RUGBY FOOTBALL CLUB REQUEST FOR SPACE TO RENT AT VAN ZYL STREET SPORTSGROUND (17/8/R) (DIRECTOR: COMMUNITY SERVICES)

Purpose:

Council consider request from Robertson Rugby Football club to rent a space at the Van Zyl Street sport ground.

Background:

The Robertson Rugby Football Club currently utilizes the Van Zyl Street Sports Ground for their Boland Rugby League match fixtures. However, the club faces challenges regarding the transportation and storage of their equipment, which is moved to and from the sports ground for each event.

Request:

The club respectfully requests the municipality to allocate a designated area near the old Caretaker's house at the Van Zyl Street Sports Ground. This space would be used for the placement of a steel container, measuring either 3m x 3m or 3m x 6m, to serve as secure storage for the club's equipment, including tackling bags, pole protectors, rugby balls, cones, and crash pads.

Additional Information:

- No electricity or water connections will be required for the proposed storage container.
- The municipality will determine the exact location for the container placement.
- Sufficient space is available adjacent to the old Caretaker's house, which could accommodate multiple containers for use by both local rugby clubs utilizing the Van Zyl Street Sports Ground.

Conclusion:

The Robertson Rugby Football Club supposes that the provision of a dedicated storage space will alleviate logistical challenges, enhance operational efficiency, and contribute to the overall development of rugby in the Robertson area.

RECOMMENDATION

1. Council Approval for Primary Sports Field Usage

The Council is requested to approve the allocation of designated spaces for primary sports field users, accompanied by the establishment of appropriate long-term lease agreements with the respective clubs for the utilization of these identified areas.

2. Procurement of Updated Rental Valuation Certificate

A new rental valuation certificate should be obtained from a qualified professional appraiser, as the valuation varies based on the intended purpose and the size of the land or space being requested.

3. Access to Sports Grounds During Municipal Booking Hours

Access to the Van Zyl Street sports grounds shall be permitted solely during the designated booking hours allocated to the respective club. This arrangement ensures that the caretaker's responsibilities for opening and closing the facility are aligned with the club's usage schedule, thereby preventing any additional costs.

Comments: Director Engineering Services

Since no services is needed, the Engineering directorate does not have any objection against this request. Detail is however needed on the number of containers and the related space needed. A layout needs to be done to identify the optimal location to allow effective access without negative impact on parking with entry and exit of vehicles. It should also be strictly controlled for the storage of sport equipment. The condition of the container and finishing (painted a specific colour) needs to be captured in the agreement.

Comments: Director Corporate Services

Consideration should be given to lease out the Van Zyl Street sport field to a private institution/club to operate and manage it on behalf of the municipality, including appointing their own security.

Comments: Director Economic, Social and Integrated Development Services

The request for placing a container is conditional upon the provision of a floor plan and the approval of the container's placement by Town planning. The municipality should be exempt from any damage to the container.

Comments: Chief Financial Officer

The request for placing a container is supported based on condition that it is strictly used for storage of sport equipment. A market related rental and all relevant costs should be charged based on the size of the land and/or space being utilised.

Comments: Municipal Manager

The recommendation for allowing the container to be placed, is supported, provided that the provisions as stipulated by management comments, are adhered to. Also, this approval should not be seen as creating a precedent in future, for all sporting codes expecting the right to place containers for their equipment.

RECOMMENDATION:

It is recommended that Council:

1. **Approve the Allocation of Designated Storage Space:**
   Grant approval for the Robertson Rugby Football Club to place a steel storage container (either 3m x 3m or 3m x 6m) at the Van Zyl Street Sports Ground, subject to the following conditions:
   - The space must be formally allocated through a long-term lease agreement, ensuring alignment with Council policies and procedures.
   - The use of the container is strictly limited to the storage of sports equipment.
2. **Obtain a Rental Valuation:**
   Instruct the relevant municipal department to procure an updated, market-related rental valuation certificate from a qualified professional appraiser, based on the size and intended use of the requested space.
3. **Enforce Access Control:**
   Access to the Van Zyl Street Sports Ground must remain restricted to the club's allocated municipal booking hours to ensure alignment with facility management and avoid additional caretaker costs.
4. **Ensure Layout and Space Planning:**
   Require that a detailed layout plan be submitted, indicating the exact number and placement of containers, to prevent obstruction of parking areas and to maintain efficient access for vehicles. Town Planning approval must also be obtained for the proposed placement.
5. **Set Container Specifications:**
   Include specifications in the lease agreement regarding the condition, appearance, and maintenance of the container (e.g., it must be in good condition and painted in an approved colour).

6. **Limit Liability:**
Clearly state in the agreement that the municipality will not be liable for any damage to the container or its contents.

7. **Protect Municipal Interests:**
Note that this approval is specific to the current request and does not establish a general precedent for all sporting codes to place storage containers at municipal sports facilities.

8. **Explore Future Facility Management Options:**
Consider the potential to lease the Van Zyl Street Sports Ground to a private institution or club for the long-term management and security of the facility.

This item served before a Community Services Portfolio Committee on 03 September 2025
Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 03 September 2025
Aanbeveling / Recommendation

It is recommended that Council:

1. **Approve the Allocation of Designated Storage Space:**
Grant approval for the Robertson Rugby Football Club to place a steel storage container (either 3m x 3m or 3m x 6m) at the Van Zyl Street Sports Ground, subject to the following conditions:

    - The space must be formally allocated through a long-term lease agreement, ensuring alignment with Council policies and procedures.
    - The use of the container is strictly limited to the storage of sports equipment.

2. **Obtain a Rental Valuation:**
Instruct the relevant municipal department to procure an updated, market-related rental valuation certificate from a qualified professional appraiser, based on the size and intended use of the requested space.

3. **Enforce Access Control:**
Access to the Van Zyl Street Sports Ground must remain restricted to the club's allocated municipal booking hours to ensure alignment with facility management and avoid additional caretaker costs.

4. **Ensure Layout and Space Planning:**
Require that a detailed layout plan be submitted, indicating the exact number and placement of containers, to prevent obstruction of parking areas and to maintain efficient access for vehicles. Town Planning approval must also be obtained for the proposed placement.

5. **Set Container Specifications:**
Include specifications in the lease agreement regarding the condition, appearance, and maintenance of the container (e.g., it must be in good condition and painted in an approved colour).

6. **Limit Liability:**
Clearly state in the agreement that the municipality will not be liable for any damage to the container or its contents.

7. **Protect Municipal Interests:**
Note that this approval is specific to the current request and does not establish a general precedent for all sporting codes to place storage containers at municipal sports facilities.

8. **Explore Future Facility Management Options:**
Consider the potential to lease the Van Zyl Street Sports Ground to a private institution or club for the long-term management and security of the facility.

9. That the department community facilities investigate and draw up a policy on use of sports fields spaces by local clubs.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

It is recommended that Council:

1. **Approve the Allocation of Designated Storage Space:**
   Grant approval for the Robertson Rugby Football Club to place a steel storage container (either 3m x 3m or 3m x 6m) at the Van Zyl Street Sports Ground, subject to the following conditions:

   - The space must be formally allocated through a long-term lease agreement, ensuring alignment with Council policies and procedures.
   - The use of the container is strictly limited to the storage of sports equipment.

2. **Obtain a Rental Valuation:**
   Instruct the relevant municipal department to procure an updated, market-related rental valuation certificate from a qualified professional appraiser, based on the size and intended use of the requested space.

3. **Enforce Access Control:**
   Access to the Van Zyl Street Sports Ground must remain restricted to the club's allocated municipal booking hours to ensure alignment with facility management and avoid additional caretaker costs.

4. **Ensure Layout and Space Planning:**
   Require that a detailed layout plan be submitted, indicating the exact number and placement of containers, to prevent obstruction of parking areas and to maintain efficient access for vehicles. Town Planning approval must also be obtained for the proposed placement.

5. **Set Container Specifications:**
   Include specifications in the lease agreement regarding the condition, appearance, and maintenance of the container (e.g., it must be in good condition and painted in an approved colour).

6. **Limit Liability:**
   Clearly state in the agreement that the municipality will not be liable for any damage to the container or its contents.

7. **Protect Municipal Interests:**
   Note that this approval is specific to the current request and does not establish a general precedent for all sporting codes to place storage containers at municipal sports facilities.

8. **Explore Future Facility Management Options:**
   Consider the potential to lease the Van Zyl Street Sports Ground to a private institution or club for the long-term management and security of the facility.

9. That the department community facilities investigate and draw up a policy on use of sports fields spaces by local clubs.

A4974

DEVELOPMENT OF THE DRAFT LIBRARY HALLS AND ACTIVITY ROOMS USAGE POLICY (17/4/B) (DIRECTORATE COMMUNITY SERVICES)

PURPOSE OF THE REPORT

For Community, Non-Profit Organizations, Businesses and National and Provincial Departments utilization and access to library halls and activity room during working hours (08h00 – 17h00 normal working days), and after-hour utilization is only applicable to Municipal Councillors and Officials.

BACKGROUND

There has been no clear policy as to whom and for what activities library halls and activity rooms may be hired. This has led to inconsistent decision-making at times, as well as disagreements from individuals and groups wishing to utilize the library halls and activity rooms.

In addition, this lack of clear policy directive results in library halls and activity rooms not being optimally used or managed.

The Libraries Department hires out library hall(s) spaces and activity room(s) available in some public libraries or, subject to certain conditions, makes the hall(s) and activity room(s) available for use free of charge.

The libraries aim to support organizations, community groups, and individuals in providing projects, programs, events and activities for the benefit of the local community. Business organizations can also hire the library halls and activity rooms for a fee as prescribed in Council's approved tariffs.

Comments: Director: Corporate Services

The contents of the report and proposed policy are noted. The final processes to advertise for public comments need to be followed.

Comments: Director: Strategic and Social Services

The content of the policy is noted subject to the policy being advertised for public comments, whereafter it should be resubmitted to the Council. We need to educate the public on the available facilities and usage guidelines.

Comments: Director: Engineering Services

The content of the report and policy are noted and supported.

Comments: Director: Financial Services

Report and policy are supported.

Comments: Municipal Manager

Recommendation is supported.

RECOMMENDATION

Council to consider adopting the Draft Policy for the Library Halls and Activity Rooms Usage for public comments. That the report with public comments be re-submitted to Council for final approval.

NOTE: The annexure was distributed as part of the agenda for the Community Services Portfolio Committee meeting of 03 September 2025 (pg. 09 – 22)

This item served before a Community Services Portfolio Committee on 03 September 2025
Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 03 September 2025
Aanbeveling / Recommendation

1. Council to consider adopting the Draft Policy for the Library Halls and Activity Rooms Usage for public comments.

2. That the report with public comments be re-submitted to Council for final approval.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

1. That Council consider adopting the Draft Policy for the Library Halls and Activity Rooms Usage for public comments.

2. That the report with public comments be re-submitted to Council for final approval.

PROGRESS REPORT ON ALLOCATED HUMAN SETTLEMENTS PROJECTS WITHIN LANGEBERG MUNICIPALITY FOR APRIL – JUNE 2025 (17/5/R) (DIRECTOR: COMMUNITY SERVICES)

PURPOSE

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

PROGRESS ON THE IMPLEMENTATION PLAN

PROJECT READINESS: PROJECTS

IMPLEMENTATION PLAN OF LANGEBERG PROJECTS	PROGRAMME	2023/2024		COMMENTS
		SITES SERVICED	HOUSES BUILT	
McGregor	IRDP		10	• Ten Subsidy applications have been submitted to the Department for approval. • Request to add to business plan has been submitted waiting approval.
McGregor informal settlement	UISP			• Remaining 28 families must be relocated to adhere to EA approval conditions that stipulates relocation and rehabilitation of the land. • ASLA has been appointed as Langeberg Municipality's Implementing Agent.
Bonnievale Boekenhoutskloof (224)	UISP	574		• Project Completed. • Relocation of informal dwellers to designated sites remains ongoing.
Montagu Mandela Square (173	UISP	148		• Council approved super blocking concept for shared services. This includes construction of roads and block of ablution facilities. The application funding will motivate 4 families to a toilet and there will be 6 toilets per block with two was throughs and two standpipes. Layouts indicate 25 blocks throughout the settlement. • Shared services do not make provision for individual electrical connection only High Mast Lighting • Environmental approval expected June/July 2025 • Funding allocation for the 25/26 financial year R7 753 000
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 in the scope of new service provider.

Bonnievale Uitsig	10 Flips units			• Project included as part of ASLA's scope.
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. • The current demolition application has encountered additional administrative challenges, as several original beneficiaries are deceased and the current occupants lack the necessary documentation—such as identity documents—to issue power of attorney required for the demolition process.
Robertson Heights	IRDP: TOPS			• Bulk confirmation has been issued. PIRR submitted to the department for approval. • The LUPA approval has expired, and an application for reinstatement has been submitted. Approval is anticipated by September 2025 • Interdict has been approved and notice boards erected on each side. Demarcation of each area underway.
Title Deed Restoration Programme			713	• With the approval of the Scaife and Rivier Street properties the housing department proceeded in signing Deeds of Sales. • With the assistance of corporate / legal services the department is busy retrieving lost titles to proceed with outstanding transfers. • The Municipality received a R230 000 allocation from the department for TRP.

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 03 September 2025
Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 03 September 2025
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 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

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

PRESENTATION ON THE 100-DAY CHALLENGE IMPLEMENTATION MODEL FOR ENDING GENDER-BASED VIOLENCE AND FEMICIDE (GBVF) (DIRECTOR ECONOMIC, SOCIAL & INTEGRATED DEVELOPMENT SERVICES)

PURPOSE

The purpose of this report is to provide background and context for a presentation to the Multi-Party Women Portfolio Committee on the 100-Day Challenge implementation model, which is being adopted as a strategic approach to accelerate interventions aimed at ending Gender-Based Violence and Femicide (GBVF).

BACKGROUND

The 100-Day Challenge is a proven implementation model designed to drive rapid, collaborative, and impactful change within a defined timeframe. It is particularly suited to complex social challenges such as GBVF, where multi-sectoral coordination and community-level innovation are essential.

Each 100-Day Challenge is a structured journey of learning and discovery, designed to achieve a tangible impact in a specific area of focus within 100 days. The model encourages:

- **Intense collaboration** across government departments, civil society, and community stakeholders.
- **Rapid innovation** through experimentation and adaptive learning.
- **Disciplined implementation** with clear goals and accountability.

PRESENTATION OVERVIEW

The presentation will cover the following key areas:

- **Introduction to the 100-Day Challenge model**
- **Application of the model to GBVF interventions**
- **Examples of local implementation and impact**
- **Role of system leaders and the scale-up phase**
- **Recommendations for Council support and oversight**

STRATEGIC SIGNIFICANCE

The 100-Day Challenge aligns with national and provincial priorities to end GBVF and supports the implementation of the National Strategic Plan on GBVF. It offers a practical framework for translating policy into action and for mobilising communities and institutions around shared goals.

RECOMMENDATIONS

It is recommended that the Multi-Party Women Portfolio Committee:

1. **Note** the presentation and its strategic relevance.
2. **Support** the continued rollout of the 100-Day Challenge model in local GBVF interventions.
3. **Advocate** for interdepartmental and cross-sectoral collaboration to sustain and scale successful initiatives.

This item served before the Multiparty Women's Committee (MPWC) on 17 September 2025
Die item het voor die Veelparty Vroue Komitee (VPVK) gedien op 17 September 2025
Recommendation / Aanbeveling

It is recommended that the Multi-Party Women Portfolio Committee:

1. **Note** the presentation and its strategic relevance.
2. **Support** the continued rollout of the 100-Day Challenge model in local GBVF interventions.

3. **Advocate** for interdepartmental and cross-sectoral collaboration to sustain and scale successful initiatives.

<u>This item served before the Executive Mayoral Committee on 17 September 2025</u>
<u>Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025</u>
<u>Aanbeveling / Recommendation</u>

It is recommended that the Multi-Party Women Portfolio Committee:

1. **Note** the presentation and its strategic relevance.
2. **Support** the continued rollout of the 100-Day Challenge model in local GBVF interventions.
3. **Advocate** for interdepartmental and cross-sectoral collaboration to sustain and scale successful initiatives.

BUSINESS CONTINUITY COMMITTEE: BUSINESS CONTINUITY MANAGEMENT POLICY – 2025 / 2026 (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)

Purpose of report

To submit the updated Business Continuity Management Policy for 2025/26 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 2025/26 be submitted to the Council for final approval.

The updated Business Continuity Management Policy for 2025/26 was attached to this report.

Comments: Director: Community Services

Content of the report noted.

Comments: Director: Corporate Services

The contents of the policy is noted.

Comments: Director: Engineering Services

The content of the report is noted and supported.

Comments: Director: Economic, Social and Integrated Development Services

The content of the report is noted

Comments: Director: Financial Services

Support the approval of the policy and the report.

Comments: Municpal Manager

The recommendation, as submitted, is supported.

Recommendations

That the Business Continuity Management Policy for 2025/26 be approved by Council.

<u>NOTE</u>: **The annexure was distributed as part of the agenda for the MPAC Committee meeting 03 September 2025 (pg. 76 – 86)**

<u>This item served before the Municipal Public Accounts Committee (MPAC) on 03 September 2025</u>
<u>Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 03 September 2025</u>
<u>Recommendation / Aanbeveling</u>

That the Business Continuity Management Policy for 2025/26 be approved by Council.

A4982

QUARTERLY REPORT BUILDING PLAN SUBMITTED: APRIL 2025 – JUNE 2025 (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 submitted 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. The information in this report is a summary from the building plan register for April to June 2025 and covers Robertson, McGregor, Bonnievale, Ashton, Montagu, and surrounding rural areas.

Further, at an Ordinary Meeting of Council on 25 June 2025, in response to an item on business licences, the Council requested that an update regarding spaza applications also be provided in this quarterly report on building plans submitted to the Municipality (A4937).

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 submitted during the period of April / May / June 2025 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.

With regard to spaza shops, only two plans have been submitted for spaza shops during April – June, namely in Robertson and Ashton to regularise existing shops. The limited number of submissions for spaza shops reflects a broader challenge: most existing spaza shops are not compliant with the minimum requirements prescribed in the National Building Regulations and Building Standards Act. Key areas of non-compliance typically include but are not limited to:

- inadequate structural integrity (Regulation B),
- insufficient lighting and ventilation (Regulation O), and
- a lack of fire protection measures (Regulation T).

These minimum standards are critical to ensure the health and safety of both occupants and the public. Due to these shortcomings, most spaza shop structures are not eligible for municipal approval unless significant alterations or professional inputs are made, costs which often exceed the means of the applicants. As such, the regularisation of these businesses remains a challenge, balancing socio-economic realities with statutory obligations.

The bulk of construction work is currently being undertaken in Robertson and Montagu for Additions & Alterations to existing dwellings. Other than residential developments, plans have been lodged for: a pumphouse and irrigation building, new shops and alterations and legalisation of existing shops, new stores, functions venue, alterations to hotel, alterations to existing offices, and additions and alterations to an existing hospital including the upgrading of its fire protection.

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

Town	M² of new Building Work	Approximate cost of construction work ±R 15 000 p/m²
Robertson	5715 m²	R85 725 000.00
McGregor	295 m²	R 4 425 000.00
Bonnievale	2628 m²	R39 420 000.00
Ashton	1577 m²	R23 655 000.00
Montagu	4796 m²	R71 940 000.00
TOTAL	**15 011 m²**	**R225 165 000.00**

FURTHER STATISTICS ATTACHED AT ANNEXURE A

<u>Comments: Director: Community Services</u>

Content of the report noted.

<u>Comments: Director: Corporate Services</u>

The contents of the report is noted.

<u>Comments: Director Financial Services (CFO)</u>

Report is noted.

<u>Comments: Director Economic, Social & Integrated development</u>

The content of the report is noted.

<u>Comments: Director: Engineering Services</u>

Content of report is noted and supported.

<u>Comments Municipal Manager</u>

The content of the report is noted with sincere appreciation and the recommendation to Council supported.

<u>RECOMMENDATION</u>

That Council note the report, with attached Annexure A, as submitted regarding building plans for the period 01 April 2025 – 30 June 2025.

<u>NOTE</u>: **The annexure was distributed as part of the agenda for the Engineering Services Portfolio Committee meeting 03 September 2025 (pg. 12 – 21)**

<u>This item served before the Engineering Services Portfolio Committee on 03 September 2025</u>
<u>Hierdie verslag het voor die Ingenieursdienste Portefeulje Komitee gedien op 03 September 2025</u>
<u>Aanbeveling / Recommendation</u>

That Council note the report, with attached Annexure A, as submitted regarding building plans for the period 01 April 2025 – 30 June 2025.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

That Council note the report, with attached Annexure A, as submitted regarding building plans for the period 01 April 2025 – 30 June 2025.

A4983

APPLICATION TO PURCHASE ERF 314, ASHTON (7/2/3/2/1) (ADMINISTRATOR: PROPERTY ADMINISTRATION)

Purpose of report

To submit a report to Council for consideration regarding an application received from Mr G van Wyk.

Background

The following letter was received from Mr G Van Wyk:

" I am reaching out with a profound sense of purpose and unwavering dedication to the people of Ashton, a community that holds my heart and dreams. My name is Granville Van Wyk, and alongside my devoted wife, Joyce Van Wyk, I carry a vision deeply rooted in love, faith, and a desire to uplift, empower, and bring lasting change to Ashton.

For years, we have prayed and envisioned creating a place where families bond, friendships flourish, and individuals find a true sense of belonging. With the municipality's permission, we hope to purchase a property to establish an eco-friendly sanctuary featuring two swimming pools, a welcoming braai facility, a vibrant recreational hall, and, in the future, self-catering accommodation. This will not just be a facility; it will be a refuge for churches, work groups, schools, and elderly homes a space where people of all ages can come together, enjoy the beauty of water, and celebrate life in an uplifting environment.

Safety will always be our priority. As professionally trained swimmers with lifeguarding experience, my family and I will ensure that every person who enters this space is protected and cared for. Yet, beyond safety and recreation, this initiative is about creating opportunities, fostering unity, and leaving behind a legacy that will stand the test of time. We will provide swimming lessons to young children, equipping them with essential skills while nurturing confidence and joy in the water.

This vision is not a request for funding but rather a testament to our dedication. My wife and I will personally purchase and maintain this property, specifically in mind, ERF 314, ASHTON, ensuring it remains a well-kept and thriving space for our community.

With your support, we can turn this dream into reality, a beacon of hope, unity, and inspiration that will serve Ashton for generations to come.

Yours sincerely."

A location map was attached.

The following comments were received:

Comments: Director: Community Services

No objection subject to public comments process.

Comments: Director: Strategy & Social Development

If the Municipality do not need the portion of land, it should be sold via public tender process.

Comments: Director: Engineering Services

Noted

Comments: Manager: Town Planning

Erf 314 Ashton is zoned Single Residential zone I. The proposed uses would require an application for rezoning and / or consent, which would include the standard public participation process. In terms of the Langeberg SDF, 2025, this site is identified as a new development area for future residential development. Community facilities would be considered to be compatible uses in the residential area and would be supported in principle.

Comments: Manager: Civil Engineering Services

The Civil Engineering Department has no objection to the above application. Water and sewer services are available adjacent to the erf. The connection to the services will be for the cost of the applicant.

Any form of development will require a rezoning application. This will have an impact on existing services and comment on the availability of services for the required demand can only be made once a rezoning application has been submitted. Bulk contributions will be payable as part of a rezoning application.

Comments: CFO

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

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

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

Comments: Cllr Siegel

I fully support the application ,trust for all the role players to give positive feedback on the matter for that what Mr van Wyk plan to do for our community is very good.

Comments: SNR Manager: Administrative Support

Due to the need for residential property and that this plot is zone as Single Res 1, the application are not supported.

Comments: Director: Corporate Services

I recommend, taken the size of erf 314, Ashton into consideration, that erf 314, Ashton be alienated via public tender to be sold for development and that the necessary development proposals be submitted with tenders.

Comments: Municipal Manager

The recommendation as submitted to Council, is supported.

Recommendation

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

2. That the application received from Mr G van Wyk to purchase erf 314, Ashton not be approved.

3. That erf 314, Ashton be alienated by way of public tender for development purpose 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 tenderer be responsible for all the connection fees for municipal services rendered to the property.

3.4 That the tenderer be responsible for the payment of development levies / bulk services contributions if applicable.

3.5 That the tenderer submit the necessary development proposals with the tender.

3.6 That the tenderer be responsible for all costs regarding the property in his/ her name.

3.7 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property if applicable.

3.8 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

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

<u>NOTE</u>: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 03 September 2025 (pg. 33)

<u>This item served before the Corporate Services Portfolio Committee on 03 September 2025</u>
<u>Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 03 September 2025</u>
<u>Recommendation / Aanbeveling</u>

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

2. That the application received from Mr G van Wyk to purchase erf 314, Ashton not be approved.

3. That erf 314, Ashton be alienated by way of public tender for development purpose 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 tenderer be responsible for all the connection fees for municipal services rendered to the property.

3.4 That the tenderer be responsible for the payment of development levies / bulk services contributions if applicable.

3.5 That the tenderer submit the necessary development proposals with the tender.

3.6 That the tenderer be responsible for all costs regarding the property in his/ her name.

3.7 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property if applicable.

3.8 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

3.9 That the application for subdivision and rezoning be submitted within 6 months from date of the agreement of sale.

3.10 That if the subdivision is approved, the purchase deal be finalized within a period of 6 months after approval has been granted for subdivision, failing which the offer will expire irrevocably.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

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

2. That the application received from Mr G van Wyk to purchase erf 314, Ashton not be approved.

3. That erf 314, Ashton be alienated by way of public tender for development purpose 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 tenderer be responsible for all the connection fees for municipal services rendered to the property.

3.4 That the tenderer be responsible for the payment of development levies / bulk services contributions if applicable.

3.5 That the tenderer submit the necessary development proposals with the tender.

3.6 That the tenderer be responsible for all costs regarding the property in his/ her name.

3.7 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property if applicable.

3.8 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

3.9 That the application for subdivision and rezoning be submitted within 6 months from date of the agreement of sale.

3.10 That if the subdivision is approved, the purchase deal be finalized within a period of 6 months after approval has been granted for subdivision, failing which the offer will expire irrevocably.

A4984

ST JOHNS APOSTOLIC FAITH MISSION: APPLICATION TO PURCHASE UNREGISTERED ERF 3337 (PORTION OF ERF 907) SITUATED IN BOEKENHOUTSKLOOF BONNIEVALE FOR CHURCH PURPOSES (7/2/3/2/2) (ADMINISTRATOR: PROPERTY ADMINISTRATION)

Purpose of report

To submit a report to Council for consideration regarding an application received from Pastor P Arosi on behalf of St Johns Apostolic Faith Mission.

Background

The following letter was received from Pastor P Arosi:

" I am writing to respectfully submit an application for the establishment of a new church site for St Johns Apostolic Faith Mission church in BOEKENHOUTSKLOOF , ERF 337 at Bonnievale. Our church has been serving the community for 5 years and we believe that this new location will enable us to expand our outreach and better serve the spiritual need of the local residents.

Our proposed church site will be utilized for worship services, bible studies, community outreach program and other related activities.

We believe that our church will be available addition to the community, promotion spiritual growth, social cohesion and community service. We are committed to being good neighbours and working collaboratively with local residents and businesses.

We would be grateful if you could consider our application. Please do not hesitate to contact us if you require any additional information or clarification.

Thank you for your time and consideration."

A location map was attached.

The following comments were received:

Comments: Chief Financial Officer

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

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

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

Comments: Director: Community Services

Not supported. Compliance process as per finance comments should be adhered to.

Comments: Director: Engineering Services

Noted.

Comments: Director: Strategy & Social Development

If the land is zoned for religious purposes, it would be advisable to advertise a tender in the open market.

Comments: Manager: Civil Engineering Services

The Civil Engineering Services has no objection to the above application.

Comments: Manager: Town Planning

Unregistered erf 3337 Bonnievale, as shown below, is zoned Community Zone II, in which zone a Place of Worship is the primary use permitted. The application is supported.

Comments: Cllr Januarie

No comments were received.

Snr Manager Admin Support:

The application from St Johns Apostolic Faith Mission Church is not supported, due to safety reasons, like structural fires and access for firefighting vehicles and equipment. Public processes must still be followed if council decide to sell the property.

Comments: Director: Corporate Services

The recommendation that the erf be alienated by way of public tender is supported.

Comments: Municipal Manager

The recommendation as submitted to Council, is supported.

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 Pastor P Arosi on behalf of St Johns Apostolic Faith Mission to purchase unregistered erf 3337, Bonnievale for church purposes is not approved.

3. That unregistered erf 3337, Bonnievale be alienated by way of public tender for church purposes 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 tenderer be responsible for all the connection fees for municipal services rendered to the property.

3.4 That the tenderer be responsible for the payment of development levies / bulk services contributions related to the extra erf that is created if applicable.

3.5 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property if applicable.

3.6 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable.

3.7 That it be stipulated that the agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning.

3.8 That such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

3.9 That the application for subdivision and rezoning be submitted within 6 months from date of the agreement of sale. If subdivision is approved the purchase deal, be finalized within a period of 6 months thereafter.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 03 September 2025 (pg. 37)

This item served before the Corporate Services Portfolio Committee on 03 September 2025
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 03 September 2025
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 Pastor P Arosi on behalf of St Johns Apostolic Faith Mission

to purchase unregistered erf 3337, Bonnievale for church purposes is not approved.

3. That unregistered erf 3337, Bonnievale be alienated by way of public tender for church purposes 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 tenderer be responsible for all the connection fees for municipal services rendered to the property.

3.4 That the tenderer be responsible for the payment of development levies / bulk services contributions related to the extra erf that is created if applicable.

3.5 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property if applicable.

3.6 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable.

3.7 That it be stipulated that the agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning.

3.8 That such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

3.9 That the application for subdivision and rezoning be submitted within 6 months from date of the agreement of sale.

3.10 That if the subdivision is approved, the purchase deal be finalized within a period of 6 months thereafter.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
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 Pastor P Arosi on behalf of St Johns Apostolic Faith Mission to purchase unregistered erf 3337, Bonnievale for church purposes is not approved.

3. That unregistered erf 3337, Bonnievale be alienated by way of public tender for church purposes 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 tenderer be responsible for all the connection fees for municipal services rendered to the property.

3.4 That the tenderer be responsible for the payment of development levies / bulk services contributions related to the extra erf that is created if applicable.

3.5 That a servitude for municipal services on the property be registered in favour of the Municipality and that the Municipality will have unrestricted access to the property if applicable.

3.6 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable.

3.7 That it be stipulated that the agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning.

3.8 That such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

3.9 That the application for subdivision and rezoning be submitted within 6 months from date of the agreement of sale.

3.10 That if the subdivision is approved, the purchase deal be finalized within a period of 6 months thereafter.

RESUBMISSION TO COUNCIL OF ALL REPORTS ON THE MOUTON HOUSE, McGREGOR (DIRECTOR ECONOMIC SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose

To resubmit all the reports to Council regarding the demolition of the Mouton House in McGregor and the intended disposal of the land.

Background

An application was submitted to the National Department of Environmental Affairs in 2016 for the White City village development in McGregor. The application, Mc Gregor Greening project, was approved by the Department of Environmental Affairs for implementation in Mc Gregor White City development.

It included the upgrading of the Mouton farmhouse into a community centre. Since submission, we submitted a report in 2021 to Council to provide progress, and it was resolved under Item **A4170 on 22 June 2021,** as follows:

"REPORT FOR THE PHASE 4 APPROVAL FOR MC GREGOR GREENING PROJECT BY DEPARTMENT OF ENVIRONMENTAL AFFAIRS - (DIRECTOR, STRATEGY AND SOCIAL DEVELOPMENT)

1. *That Council note the progress report as attached to the report.*

2. *Council delegates the Municipal Manager to prepare and submit an approval letter to proceed with stage 4 (tender process) to Department of Environmental Affairs."*

Attached as annexure, were the plans for the development as were presented to the Municipal Manager and internal staff on 27 May 2021.

Unfortunately to date no progress has been made with the implementation of the project from the Department of Environment Affairs, after numerous attempts to follow up with the project leader. He respond that he still awaits funding approval for the project to proceed. Taking the cost containment decision by the National Treasury, we are not guaranteed that funding will be secured. Whilst awaiting feedback, the building had been vandalised. It now becomes a health and safety risk to the residents of White City, as well as the surrounding private property owners, as it has been used to burn stolen copper and used for substance abuse by youth in the area.

Attached to this report:

Attachment A

1. Report to Council to obtain permission to demolish the old Mouton House – A4685
2. Minutes of Report A4685
3. Resubmission of Report to Council to obtain permission to sell Land (Erf 1908) in McGregor White City-A4758
4. Email Mrs T Brunings dated 29/02/2024 with letter from Mrs J Colyn with images of the house
5. Document Department Forestry, Fisheries and Environment – Green Village Applicants
6. DFFE – Green Village McGregor Site Meeting 04/04/2025

Attachment B

7. Mrs T Brunings – Email with the following Documents:
    - Heritage Survey
    - Western Cape Provincial Heritage Sites
    - Heritage Impact Assessment Report
    - Locality Plan Erf 1908
    - Comments Housing Department

Attachment C:

8. Application for a permit from Heritage Western Cape in terms of Section 34 of the NHRA, with all correspondence and emails attached.
   - Emails
   - Remittance Advice
   - Application for a Permit
   - Letter of appointment of MM and Authority Langeberg Municipality
   - Reports A4685 andA4758
   - Transport C J Mouton / Langeberg Municipality, Erf 360 McGregor
   - Emails and comments in application for a permit document from McGregor Heritage Society - Mr Nolan – Final email sent to Heritage Western Cape

Comments Management:

Director: Community Services

Cognisance be taken of Council approval on report to obtain permission for demolishing of House Mouton

Director: Corporate Services

Due to the absolute destruction of the house and the social ills that occurred there, the number of complaints Law Enforcement had to react to on a continuous basis, there was in fact not much left of the old house that had any value, the only solution was to clear the rubble, clean the erf and sell it via public tender. With all the additions the previous owner did to the house over years it is certainly questionable if it could still have been regarded as a heritage site.

Director: Financial Services

The house was already destructed beyond repair and had no value remaining. It was causing a safety and security risk due to social ills that occurred there, therefore the decision by Council to demolish it was the correct one to safeguard the security interests of the community. As the building was completely destructed, no minimum level of basic municipal services could be realised. The content of the report and related actions is noted.

Director: Engineering Services

The content of the report and related actions is noted.

Municipal Manager

With my taking up the position of Municipal Manager of Langeberg Municipality on 1 March 2023, I repeatedly faced a number of challenges and complaints in respect of the ruins that remained of the old Mouton home. Herewith just a short summary of the main complaints and events:

1. In respect of the repeated and constant complaints received in respect of the Old Mouton House, the matter became a standing item for a period of time on our SMT Agenda.

2. The matter was also addressed in terms of our Langeberg Community Safety Forum Law Enforcement Cluster in so far as the old ruins being used for criminal activities and instances classified as "social ills".

3. SAPS were not able to constantly visit and attend to constant complaints coming through in respect of criminal activities taking place, and requested the municipality to take preventative action as it was municipal property from which criminal activities were launched onto neighbouring properties.

4. It was impossible for the municipality's own law enforcement to permanently visit and safeguard the property, and also the placing of contracted security on a permanent basis proved to be to costly to protect ruins of a building on a municipal property, while valuable assets of the municipality were in desperate need of security and guarding services after hours and over weekends throughout the municipality.

5. Numerous complaints were received by email from neighbouring farm owners in respect of the criminal activities and cases of illegal selling of drugs and substance abuse, as will as the harbouring of thieves and stolen property inside the Mouton house ruins.

6. The matter was also highlighted and discussed during the period of extensive loadshedding by Eskom, where cable theft was at a record high in Langeberg, and in Langeberg Cable Theft Steering Committee, inclusive of SAPS in Langeberg and the SAPS Cable Theft Unit of Worcester, gave attention to all incidents and also specifically pointed out the repeated discovering of remains of copper cable being stripped by thieves within the Mouton house ruins.

In respect of the negative impact of the Mouton house ruins on the safety and social security status of the Langeberg Municipality, its serving area, properties and residents, I have no doubt that the actions to demolish, were in fact the correct actions to safeguard the security interests of all within our municipality.

Recommendation

That Council notes the content of the report.

NOTE: The annexure was distributed as part of the agenda for the Economic, Social & Integrated Development Services Portfolio Committee meeting of 03 September 2025 (as a SharePoint link)

This item served before the Economic, Social & Integrated Development Services Portfolio Committee on 03 September 2025
Hierdie item het gedien by die Ekonomies, Sosiaal & Geintegreerde Ontwikkelingsdienste Portefeulje Komitee op 03 September 2025
Aanbeveling / Recommendation

That Council notes the content of the report.

Cllr Henn wanted it noted that he does not agree with the report and that the report should be referred back until after the investigation by Heritage is complete.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

That Council notes the content of the report.

A4986

ASSIGNMENT AGREEMENT REGARDING THE OPERATION OF PUBLIC LIBRARIES BY MUNICIPALITIES IN THE WESTERN CAPE (17/4/B) (DIRECTORATE COMMUNITY SERVICES)

PURPOSE

The purpose of this Agreement is to assign to the Municipality the responsibility for the provision of Public Library Services, which may include the establishment, control, and operation of public libraries.

The purpose of the meeting on 28 July 2025 was to discuss the content of the proposed Libraries Assignment Agreement, which has been introduced to enable municipalities in the Western Cape to be exempted from paying the 15% VAT on libraries' general operations business plans for the next three years.

The assignment contemplated in this Agreement shall be affected in accordance with section 126 of the Constitution of the Republic of South Africa, 1996, read together with section 36 of the Constitution of the Western Cape, Act 1 of 1998, and section 5 of the Act.

SCOPE

The assignment shall be limited to the scope detailed in this Agreement.

DURATION

The Agreement will commence on the date on which the assignment is brought into operation by a proclamation issued in accordance with section 36 of the Provincial Constitution and section 126(c) of the Constitution, and terminate unless otherwise agreed in writing between the parties on the termination date.

BACKGROUND

On 3 July 2025, the Director: Western Cape Library Service, Ms. Cecilia Sani, sent an email communication to the Municipal Manager (attached as Annexure A: Proposed Langeberg Assignment Agreement).

Following this, the Municipal Manager and Senior Management convened a meeting on 28 July 2025 with the Director: Western Cape Library Service to discuss the terms of the proposed Assignment Agreement, which aims to exempt municipalities in the Western Cape from paying the 15% VAT on libraries' general operations business plans for the next three years. The Manager: Libraries, Ms. F. Gumede, was also in attendance at the meeting.
It was resolved that the Western Cape Library Service should present the proposed Agreement to either the District Technical Forum or the Provincial Technical Forum. To date, however, no such presentation has taken place.

The process of transferring the 1st tranche payments to municipalities has been delayed due to the Appropriation Bill not yet being signed off. It has now, however, been signed and can finalize the process of paying out the tranche to municipalities until a council resolution is made.

It should however be noted that the transfer will still be VATABLE for those municipalities that have not yet signed/agreed to the assignment agreement. The commencement date for the assignment will be the date on which the assignment is brought into operation by a proclamation issued in accordance with section 36 of the Provincial Constitution and section 126(c) of the Constitution.

VAT Costs implications

MRF Libraries General Operations Business Plan, 2025/2026: Total R128,094-00, VAT 15% R16,075-08

Comments: Director: Corporate Services

The contents of the report and proposed agreement to assign the function to the Municipality is noted. The signing of the assignment agreement is not supported as it places a further burden on the Municipality and ratepayers. The province need to be informed to render the library services themselves.

Comments: Director: Economic, Social and Integrated Development Services

Note the content and request that SLA be signed for a period of (1) one year to sort out the issues raised by Langeberg Municipality.

Comments: Director: Engineering Services

The content is noted. The required funding to operate the libraries however need to be considered.

Comments: Director: Financial Services

Comments: Municipal Manager

The *Assignment Agreement regarding the Operation of Public Libraries by Municipalities in the Western Cape* **is attached to this report.**

My comments on the content of the proposed agreement are as follows:

Sub-clause 1.13.11.1:	The WC Department has sole discretion in the calculation of the grant. Langeberg Municipality has no say, no negotiation rights or remedy towards the calculation of the grant funding, which already is far less than the true operational cost of the library function, which leads towards an increase in funding from the municipality to subsidize the Provincial function.
Clause 1.13.19:	At present there are 15 libraries that we must keep open with inadequate grant funding. Due to continued vandalism and theft at Zolani library, to be covered by the municipality, Zolani library is not economically liable and runs the risk to be closed.
Clause 3.1:	This clause is specifically dangerous in years to come, as the municipality is obligated to make an annual contribution toward the shortfall from the Provincial department to render the Public Libraries function on behalf of the Province.
Clause 3.3:	This process of negotiation has not happened for the 2025/26 financial year, neither in preceding years, yet the WC Department has unilaterally determined the amount for 2025/26 on their own.
Clause 3.5:	Clause makes reference to Annexures "A" and "B", but none were attached.
Sub clause 4.1.5.1:	Langeberg Municipality to be responsible for Buildings, Maintenance, Operations; and
Sub clause 4.1.5.2:	Staffing costs.
Clause 4.1.6:	Langeberg Municipality responsible for all OPEX of libraries. Important to note that we have 15 libraries at present.
Clause 4.1.10:	Langeberg Municipality responsible for adequate security at all public libraries.

Clause 4.1.11: Langeberg Municipality responsible for adequate insurance cover on all libraries.

Clause 4.1.12: Even though Langeberg Municipality is responsible for the insurance cover monthly premiums, in case of a loss suffered, ie. Break-ins, flood, fire, vandalism, the proceeds paid out on insurance claims must be paid to the Provincial Department within 10 days. This is absolutely ridiculous, we pay the policy as policy holder and they receive the pay-outs when claimed.

Clause 4.1.15: Staff training attendance in terms of travel and accommodation to be funded by the municipality.

Clause 4.1.17: Formal process for the closure of Public Libraries, prior to the closing of a library – implication for Zolani Library.

SUMMARY

The proposed draft agreement by the Western Cape Library Services Department is absolutely a one-sided agreement, assigning some 23 obligations to the municipality, in contrast to only 13 to the department.

It is my opinion, that for the existing 2025/26 year an Interim Agreement be entered into just for one (1) year, and not for three (3) years as proposed, as the Provincial Department has already finalized the financial contribution towards Langeberg Municipality, without prior consultation.

A final three-year "Assignment of the Library Function" can only be entered into when all clauses of concern, have been amicably addressed, between the Provincial Department and the Langeberg Municipality.

RECOMMENDATION

Council is requested to consider and decide on the approval or non-approval of the signing of the Assignment Agreement relating to the operations of Langeberg Municipality's public and dual-purpose libraries.

NOTE: The annexure was distributed as part of the agenda for the Community Services Portfolio Committee meeting of 03 September 2025 (pg. 28 – 50)

This item served before a Community Services Portfolio Committee on 03 September 2025
Hierdie verslag het voor die Gemeenskapsdienste Portefeulje Komitee gedien op 03 September 2025
Aanbeveling / Recommendation

1. That the proposed draft agreement by the Western Cape Library Services Department is absolutely a one-sided agreement, assigning some 23 obligations to the municipality, in contrast to only 13 to the department.

2. That for the existing 2025/26 year an Interim Agreement be entered into just for one (1) year, and not for three (3) years as proposed, as the Provincial Department has already finalized the financial contribution towards Langeberg Municipality, without prior consultation.

3. That a final three-year "Assignment of the Library Function" can only be entered into when all clauses of concern, have been amicably addressed, between the Provincial Department and the Langeberg Municipality.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

1. That the proposed draft agreement by the Western Cape Library Services Department is absolutely a one-sided agreement, assigning some 23 obligations to the municipality, in contrast to only 13 to the department.

2. That for the existing 2025/26 year an Interim Agreement be entered into just for one (1) year, and not for three (3) years as proposed, as the Provincial Department has already finalized the financial contribution towards Langeberg Municipality, without prior consultation.

3. That a final three-year "Assignment of the Library Function" can only be entered into when all clauses of concern, have been amicably addressed, between the Provincial Department and the Langeberg Municipality.

A4987

AMENDMENT OF DETERMINATION OF UPPER LIMITS OF THE SALARIES, ALLOWANCES AND BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS (GOVERNMENT GAZETTE 53168) (4/5/1) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit to Council for consideration the amendment of determination of upper limits of salaries allowances and benefits of different members of Municipal Councils, Government Gazette 53168, dated 14 August 2025.

Background

Attached to the report as **Annexure A** is the report with the then applicable Government Gazette, 51419 dated 21 October 2024, that served before Council on 26 March 2025, item A4886.

Attached as **Annexure B** to the report is a copy of the latest proclamation, Government Gazette 53168 dated 14 August 2025.

Comments

The substitutions are item 2 of the notice (Total Municipal Income) and item 3 (Total Population).

In the case of Langeberg Municipality is the information on the total Municipal income and population applicable on the 2 gazettes as follow:

Gazette 51419 dated 21 October 2024	Gazette 53168 dated 14 August 2025
Total municipal income R 1 066 227 296	R 1 066 227 296
Population 94045	94045
Total Points: 50	Total Points: 50

Comments: Director: Financial Services (CFO)

The upper limits as gazatted remain unchanged and the status quo in respect of the Remuneration of Councillors will be maintained.

Comments: Municipal Manager

The recommendation be supported, in so far that the status quo be maintained in respect of the Remuneration of Councillors.

Recommendation

That Council note the contents of Government Gazette 53168 dated 14 August 2025 as there are no changes to the status of Langeberg Municipal Councillors as a result of this Gazette.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 03 September 2025 (pg. 39 – 60)

This item served before the Corporate Services Portfolio Committee on 03 September 2025
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 03 September 2025
Recommendation / Aanbeveling

That Council note the contents of Government Gazette 53168 dated 14 August 2025 as there are no changes to the status of Langeberg Municipal Councillors as a result of this Gazette.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

That Council note the contents of Government Gazette 53168 dated 14 August 2025 as there are no changes to the status of Langeberg Municipal Councillors as a result of this Gazette.

AUDIT & PERFORMANCE COMMITTEE: AUDIT & PERFORMANCE COMMITTEE CHARTER, INTERNAL AUDIT CHARTER, INTERNAL AUDIT METHODOLOGY FOR 2025 / 2026 (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)

Purpose of report

To submit the Audit & Performance Committee Charter and Internal Audit Charter to Council for approval and the Internal Audit Methodology for 2025/26 to Council for noting.

Background

Section 62 of the MFMA requires, amongst others, that the accounting officer of a municipality must take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of internal audit, operating in accordance with any prescribed norms and standards.

The Audit & Performance Committee Charter, Internal Audit Charter, and Internal Audit Methodology were reviewed and approved by the Audit & Performance Committee at a meeting held on 24 June 2025 and **are attached to this report**.

Comments: Director: Community Services

Content of the Audit & Performance report supported.

Comments: Director: Corporate Services

The contents of the report is noted.

Comments: Director: Engineering Services

The report is noted and supported.

Comments: Director: Economic, Social and Integrated Development Services

The content of the Audit & Performance report is supported.

Comments: Director: Financial Services

Report noted and supported.

Comments: Municpal Manager

The content of the report is noted with sincere appreciation and the recommendation supported.

Recommendation

1. That the Audit & Performance Committee Charter and Internal Audit Charter for 2025/26 be approved by Council.

2. That the approved Internal Audit Methodology for 2025/26 be noted by Council.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

1. That the Audit & Performance Committee Charter and Internal Audit Charter for 2025/26 be approved by Council.

2. That the approved Internal Audit Methodology for 2025/26 be noted by Council.

AUDIT & PERFORMANCE COMMITTEE: SUBMISSION OF THE QUARTERLY REPORT FOR QUARTER 4 OF 2024 / 2025 (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)

Purpose of report

To submit the Audit & Performance Committee report for quarter 4 of the 2024/25 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 2024/25 **is attached to this report.**

Comments: Director: Community Services

Content of the Audit & Performance report supported.

Comments: Director: Corporate Services

The contents of the report is noted.

Comments: Director: Engineering Services

The report is noted and supported.

Comments: Director: Economic, Social and Integrated Development Services

The content of the Audit & Performance report is supported.

Comments: Director: Financial Services

Report noted and supported.

Comments: Municpal Manager

The report's content is noted with appreciation and the recommendation to Council is supported.

Recommendation

That the contents of the Audit & Performance Committee report for quarter 4 of the 2024/25 financial year be noted by Council.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

That the contents of the Audit & Performance Committee report for quarter 4 of the 2024/25 financial year be noted by Council.

A4990

CHRISTMAS LIGHTS EVENT 2025 - DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES

Purpose of the Report

To submit a report to Council regarding the Christmas Lights Event 2025.

Background

The Langeberg Municipality has hosted a Christmas Lights Event for several years, which rotated amongst the different towns in the Langeberg area. The Christmas Lights Event for 2024 took place in McGregor. All the towns had the privilege to host the Christmas Lights Event, therefore it is proposed that the 2025 Christmas Lights Event should take place in Robertson. The duties/ tasks between the ward committee and administration will be discussed during the first planning session.

Comments

The 2025 Christmas Lights Event is therefore scheduled to take place in Robertson.

There is an amount of R52 000.00 available in the 2025/2026 financial year for the following:

1. Sound system
2. Stage
3. Stipend (program director, performers including Santa Claus)
4. Catering (performers)
5. Transport (performers)
6. Sweets
7. Portable toilets
8. Toilet paper
9. Christmas Tree and Christmas decorations

Comments:

Director Corporate Services

I have noted the comments under the background but is concerned that it states that the duties and tasks will be discussed between the ward committee and the administration. In Robertson there are more than one ward and more than one ward committee. Which ward committee will the discussion be held with? It is also not clear which duties and tasks will be allocated to the ward committee.

Director Community Facilities

Recommendation supported.

Director Engineering Services

The content of the report is noted and supported.

Director Finances

The content of the report is noted and supported. Budget is available for the event. The new MFMA Circular No.131, requires a municipality to procure artists' or bands' services to perform at the festivals or events through a procurement process before any payment is made to the artist or band for the event services rendered.

Municipal Manager

The recommendation, as submitted to Council, is supported.

Recommendation

1. That the 2025 Christmas Lights Event takes place in Robertson;

2. That an organizing committee, consisting of the following persons, be established to organize the event:

   a. Portfolio Head for Economic, Social and Integrated Development Services
   b. Ward Councillors (Ward 1, 2, 3, 6 and 11)
   c. Manager: LED and Rural Development
   d. Development Officer
   e. Principle Clerk: LED
   f. Tourism Clerk
   g. A ward committee member from each ward

3. That the allocated budget of R52 000.00 for the Christmas Event be supported and approved.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

1. That the 2025 Christmas Lights Event takes place in Robertson;

2. That an organizing committee, consisting of the following persons, be established to organize the event:

   a. Portfolio Head for Economic, Social and Integrated Development Services
   b. Ward Councillors (Ward 1, 2, 3, 6 and 11)
   c. Manager: LED and Rural Development
   d. Development Officer
   e. Principle Clerk: LED
   f. Tourism Clerk
   g. A ward committee member from each ward

3. That the allocated budget of R52 000.00 for the Christmas Event be supported and approved.

PERFORMANCE INDICATORS TO BE INCLUDED IN TOP-LEVEL SDBIP (2025 / 2026) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of the Report

To submit a report to the Council for consideration of amending KPIs in the 2025/2026 Top Level SDBIP (Service Delivery Budget Implementation Plan) for projects rolled over from the 2024/2025 financial year.

Background

The adjustment budget was compiled and submitted to the Council for consideration.

Legal Framework

Section 28 (2) (e) of the MFMA states the following:

An adjustments budget – *"may authorise the spending of funds that were unspent at the end of the past financial year, where the under-spending could not reasonably have been foreseen at the time, to include projected roll-overs when the annual budget for the current year was approved by the council."*

In terms of the Budget and Reporting Regulations, regulation 23(5) in Government Gazette No: 32142 (Notice No: 393 of 2009) states that:

An adjustments budget referred to in section 28(2) (e) of the MFMA may only be tabled after the end of the financial year to which the roll-overs relate and must be approved by the municipal council by the 25th of August of the financial year, following the financial year to which roll-overs relate."

Furthermore, section 30 of the MFMA states that:

"The appropriation of funds in an annual or adjustments budget lapses to the extent that those funds are unspent at the end of the financial year to which the budget relates, except in the case of an appropriation for expenditure made for a period longer than that financial year in terms of section 16 (3)."

S54 "Budgetary Control and early identification of financial problems"

On receipt of a statement or report submitted by the Accounting Officer of the municipality in terms of S71 and 72, the mayor must: -

(a) Consider the report.
(b) Check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan.

(c) **Consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget.**

(d) Issue any appropriate instructions to the accounting officer to ensure-

i. That the budget is implemented in accordance with the service delivery and budget implementation plan; and
ii. That spending of funds and revenue collection proceed in accordance with the budget.

Comments

The 2025/26 TOP LAYER SDBIP was approved by the Executive Mayor on 06 June 2025. The approved budget was adjusted to include projects carried over from the 2024/2025 financial year, and the following changes were made to the approved 2025/2026 Top Layer SDBIP. **Please refer to the amended TL SDBIP for 2025/2026.**

Recommendation

That Council approves the amendments to the TL KPIs as outlined in the revised 2025/2026 Top Layer SDBIP.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

That Council approves the amendments to the TL KPIs as outlined in the revised 2025/2026 Top Layer SDBIP.

PROGRAMME OF DATES FOR MEETINGS 2026 ~ SECTION 79 COMMITTEE, SECTION 80 COMMITTEES, EXECUTIVE MAYORAL COMMITTEE AND COUNCIL ~ JANUARY TO DECEMBER 2026 (3/2/3/1) (SNR MANAGER: ADMINISTRATIVE SUPPORT)

Purpose of Report

To submit for consideration, a programme of proposed dates for the 2026 meetings of the Section 79 Committee, Section 80 Committee, the Executive Mayoral Committee and Council.

Background

The following dates are proposed for the meetings of the Section 79 Committee, Section 80 Committees, the Executive Mayoral Committee and Council from January to December 2026.

COMMENTS: CHIEF FINANCIAL OFFICER

Content of the report noted and supported.

COMMENTS: DIRECTOR: COMMUNITY SERVICES

Council to take cognisance of the schedule of dates provided.

COMMENTS: DIRECTOR: ECONOMIC, SOCIAL & INTEGRATED DEVELOPMENT SERVICES

Content of report noted.

COMMENTS: DIRECTOR: ENGINEERING SERVICES

The content of the report is noted.

COMMENTS: DIRECTOR: CORPORATE SERVICES

The dates as recommended is supported.

COMMENTS: MUNICIPAL MANAGER

It is important to note that in respect of the dates scheduled for November/December 2026, such will only be provisional due to the determination of the date for the Local Government Election 2026, which is being awaited, as well as all the statutory meetings which will follow, ie. the Establishment of Council meeting. A notification of this provision, that the schedule will change, must be included with this notice, when published in the media.

Aanbeveling / Recommendation

1. That the following dates for the meetings of the Section 79 Committee, Section 80 Committees, the Executive Mayoral Committee and Council for 2026 be approved.

2. That the proposed dates be compared with other known dates of meetings that Councillors regularly attend throughout the year, in order to avoid the clashing of meetings.

Section 79 Committee – MPAC, MPWC Section 80 Committees: Corporate Services, Economic, Social + Integrated Development Services, Community Services, Engineering Services & Finance	**EXECUTIVE MAYORAL COMMITTEE** At 10h00	**COUNCIL MEETING** At 10h00	**STATUTORY COUNCIL MEETING** *(Urgent matters)* At 10h00
JANUARY 2026			
No Portfolio Committee meetings	No Mayoral Committee	No Council meeting	**21 January 2026**

	meeting		
01 January 2026 = New Year's Day. Schools reopen on 14 January 2026			
FEBRUARY 2026			
04 February 2026 08h00 - 08h45 = MPAC 08h45 - 09h30 = Engineering Services 09h30 - 10h15 = Corporate Services 10h15 - 11h00 = Econ, Soc & Integrated Development 11h00 - 11h45 = Community Services 11h45 – 12h30 = MPWC **18 February 2026** 08h00 – 08h45 = Finance	**18 February 2026**	**25 February 2026**	
MARCH 2026			
No Portfolio Committee meetings	No Mayoral Committee meeting	**31 March 2026**	
21 March 2026 = Human Rights Day. Schools close 27 March 2026			
APRIL 2026			
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Schools re-open on 08 April 2026, Good Friday = 3 April 2026, Family Day = 6 April 2026, Freedom Day = 27 April 2026			
MAY 2026			
20 May 2026 09h00 – 09h45 = MPWC 10h00 – 10h45 = Finance	**20 May 2026**	**27 May 2026**	
Workers' Day = 01 May 2026			
JUNE 2026			
03 June 2026 08h00 - 08h45 = MPAC 08h45 - 09h30 = Engineering Services 09h30 - 10h15 = Corporate Services 10h15 - 11h00 = Econ, Soc & Integrated Development 11h00 - 11h45 = Community Services **17 June 2026** 08h00 – 08h45 = Finance	**17 June 2026**	**24 June 2026**	
Schools close 26 June 2026, Youth Day = 16 June 2026			
JULY 2026			
No Portfolio Committee Meetings	No Mayoral Committee Meeting	No Council Meeting	**30 July 2026**
21 July 2026 = Schools re-open			

AUGUST 2026			
19 August 2026 09h00 – 09h45 = MPWC 10h00 – 10h45 = Finance	**19 August 2026**	**26 August 2026**	
09 August 2026 = National Women's Day			
SEPTEMBER 2026			
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OCTOBER 2026			
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Schools close on 23 September 2026 and re-open on 13 October 2026			
NOVEMBER 2026			
11 November 2026 08h00 - 08h45 = MPAC 08h45 - 09h30 = Engineering Services 09h30 - 10h15 = Corporate Services 10h15 - 11h00 = Econ, Soc & Integrated Development 11h00 - 11h45 = Community Services 11h45 – 12h30 = MPWC **18 November 2026** 10h00 – 10h45 = Finance Committee	**25 November 2026**	No Council meeting	
DECEMBER 2026			
No Portfolio meetings	No Mayoral Committee meeting	**09 December 2026**	
Schools close on 9 December 2026, 16 Dec 2026 = Day of Reconciliation. 25 Dec 2026 = Christmas Day. 26 Dec 2026 = Day of Goodwill.			

3. That the dates of the meetings be placed on council's website for Public Notice.

<u>This item served before the Executive Mayoral Committee on 17 September 2025</u>
<u>Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025</u>
<u>Aanbeveling / Recommendation</u>

1. That the following dates for the meetings of the Section 79 Committee, Section 80 Committees, the Executive Mayoral Committee and Council for 2026 be approved.

2. That the proposed dates be compared with other known dates of meetings that Councillors regularly attend throughout the year, in order to avoid the clashing of meetings.

<u>Section 79 Committee</u> – MPAC, MPWC **<u>Section 80 Committees</u>: Corporate Services,**	**<u>EXECUTIVE MAYORAL COMMITTEE</u>**	**<u>COUNCIL MEETING</u>**	**<u>STATUTORY COUNCIL</u>**

Economic, Social + Integrated Development Services, Community Services, Engineering Services & Finance	At 10h00	At 10h00	**<u>MEETING</u>** *(Urgent matters)* At 10h00
JANUARY 2026			
No Portfolio Committee meetings	No Mayoral Committee meeting	No Council meeting	**21 January 2026**
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3. That the dates of the meetings be placed on council's website for Public Notice.

A4994

RESUBMISSION: POLICY FOR FENCING ACROSS MUNICIPAL ROADS AND PEDESTRIAN PATHWAYS WITH THE PURPOSE OF RESTRICTING ACCESS FOR SAFETY REASONS (MANAGER: TOWN PLANNING) (15/1/R)

Purpose of Report

To resubmit a draft policy to Council relating to applications to fence across municipal roads and pedestrian pathways with the purpose of restricting access for safety reasons, following a public participation process.

Background

An application was lodged by a resident in Cedar Lane, Robertson to fence the end of Cedar Lane where it reaches a cul-de-sac adjoining the pavement along Church Street. Residents indicate that this through-route facilitates crime, particularly in that criminals on foot can escape across this area and evade police vehicles that need to access Church Street from alternative roads which have direct vehicular access to Church Street.

Councillors had mixed opinions on the desirability of the proposal, and a decision could not be reached. It was agreed that a policy should be prepared to assist in taking decisions on applications such as this.

This item served before an Ordinary Meeting of Council on 02 May 2024
Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 02 Mei 2024
Eenparig Besluit / Unanimously Resolved

1. *That the Town Planning Department be requested to draft a policy that will serve as a framework for Council in dealing with the closure of streets with fences and gated areas.*

2. *That as soon as the policy referred to under point 1 has been finally approved by Council, this application relating to Cedar Avenue, Robertson, be considered.*

A draft policy was submitted for Council's consideration, and it was agreed that a public participation process be followed as this type of action impacts on the wider community.

This item served before an Ordinary Meeting of Council on 25 June 2025
Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 Junie 2025
Eenparig Besluit / Unanimously Resolved

That a public participation process be followed to obtain input on the Draft Policy relating to the Fencing Across Municipal Roads and Pedestrian Pathways with the Purpose of Restricting Access for Safety Reasons; whereafter the Policy be re-submitted to Council for approval.

A notice was posted on the website's homepage and under municipal notices, on 30 June 2025, requesting public input within 30 days. A link to the notice was shared on social media and WhatsApp. The notice was also forwarded for discussion at the ward committee meetings. The notice reads as follows:

> ""Council has received applications from residents to fence / gate across public streets and walkways where these through-routes present a safety and security problem. It was agreed that a policy should be prepared to guide such applications and to clarify the relevant considerations when taking decisions in this regard.
>
> The draft policy outlines the application process, content of the application, and the public participation required. The policy also outlines the relevant considerations to evaluate the merits of each application including: socio-economic impact, impact on engineering services, heritage and visual impact, traffic impacts, existing rights, and precedents and cumulative impacts".

Comments:

The draft policy was presented to ward committee members at meetings of Wards 1 to 12 held between 15 and 24 July 2025. As indicated in the minutes of the respective Ward Committees, the policy was presented for their information and discussion within their Ward blocks. The Committee members noted the policy and the closing date for comment as end July 2025. No further comments or inputs were received.

In response to the notice on the website, the following comment was received from Mrs E du Toit on 21 July 2025:

> Met betrekking tot "Voorgestelde Beleid toemaak van strate/publieke deurgange": Die verhoging in die volume van voetganger/voertuigverkeer in omliggende strate moet in ag geneem word veral waar daar slegs een ander deurgang in 'n area is". / *With reference to "Proposed Policy Closure of streets/ public thoroughfares: The increase in the volume of pedestrians/vehicular traffic in surrounding streets must be taken into account, especially where there is only one other thoroughfare in an area."*

In response to the above comment, it is noted that this concern would be addressed by the policy with specific reference to Section 3.5 (Application process); Sections 4(a) and (d) (Evaluation Based on Merit); and Sections 6.3 and 6.4 (Reasons for Refusal), as indicated below:

3.5. The delegated authorised official must, on receipt of the application, consult with all affected Departments of the Municipality, and other Interested and Affected parties, and comply with the required Public Participation Processes before preparing an Item to Council for a decision. Comment from SAPS, the Municipal Engineering and Traffic Departments, and affected residents must be obtained.

4 (a) Socio-economic impact.	➢ Who will benefit from the fencing and in what way? ➢ Who will be adversely impacted by the fencing and in what way?
4(d)Impact on community safety, and wellbeing.	➢ Public input: What issues are raised by members of the public for and against the proposal – what is the relevance /weighting of the issues raised?

6.3. Adverse impact on the safety and welfare of any section of a community.

6.4. Adverse impact on any existing rights.

6.5. Valid objections to the proposal.

Relevant supporting documentation and the draft policy are attached as Annexures.

Director: Engineering Services

The content of the report is noted and supported.

Director: Corporate Services

The comments received and response of the Manager: Town Planning is noted.

Director: Economic, Social and Integrated Development Services

Note the content of the report

Director: Community Services

Policy for fencing across municipal roads and pathways supported. Application for Cedar Avenue be considered in line with the policy

Director: Finances

The content of the report is noted and the recommendation is supported.

Municipal Manager

The content of the report is noted with appreciation and the recommendation to Council is supported.

Recommendation

1. That Council adopts the "Policy for Fencing across Municipal Roads and Pedestrian Pathways with the purpose of restricting access for safety reasons" to serve as a framework to assess applications.

2. That the application relating to Cedar Avenue, Robertson, be resubmitted to Council for consideration in accordance with the Policy.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

1. That Council adopts the "Policy for Fencing across Municipal Roads and Pedestrian Pathways with the purpose of restricting access for safety reasons" to serve as a framework to assess applications.

2. That the application relating to Cedar Avenue, Robertson, be resubmitted to Council for consideration in accordance with the Policy.

A4995

FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – AUGUST 2025 (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.

This item served before the Finance Portfolio Committee on 17 September 2025
Hierdie item het gedien voor die Finansies Portefeulje Komitee op 17 September 2025
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 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

That the content of the report be noted.

Dat kennis geneem word van die inhoud van die verslag.

REPORT TO COUNCIL: COMPULSORY NATIONAL WATER AND SANITATION SERVICES STANDARDS

Purpose

The purpose of this report is to inform Council of the promulgated COMPULSORY NATIONAL WATER AND SANITATION SERVICES STANDARDS.

Background:

The Department of Water and Sanitation (DWS) in South Africa has established compulsory national water and sanitation services standards to ensure consistent and reliable access to these essential services. These standards, mandated by the Department of Water and Sanitation (DWS) address formal and informal settlements. and cover aspects like water quality, quantity, infrastructure maintenance, and service delivery in both formal and informal settlements. The DWS aims to ensure that all citizens, regardless of their location or socio-economic status, have access to clean and safe drinking water and sanitation services. Attached as Annexure A the Water and Sanitation Services Standards Gazetted on 6 June 2025.

Implications for the Municipality:

There are many aspects listed in these standards that will have a direct impact on the Municipality. The standards place a responsibility on the Water Services Authority (WSA) to provide at least a basic water and sanitation service to all consumers, including interim services to informal areas.

Basic water supply services

Extract from Section 2(1) of the mentioned Gazette: A Water Services Authority is responsible for the provision of basic water supply services to all consumers of potential consumers in its jurisdictional area inclusive of people residing om privately owned land as guided by the Water and Sanitation Services on Privately Owned Land (2023).

Section 3(2) of the Gazette requires the WSA to provide interim water supply to informal settlements within 90 days of becoming aware thereof.

Section 2(9) of the Gazette stipulate that the WSA need to submit a plan within 2 years from the date of the promulgation of the Regulations, to upgrade all formal settlements to yerd or user connection points.

Basic sanitation services

Extract from Section 6(1) of the mentioned Gazette: A Water Services Authority is responsible for the provision of basic sanitation services to all consumers or potential consumers in its jurisdictional area inclusive of people residing om privately owned land as guided by the Water and Sanitation Services policy on privately owned land (2023).

Section 7(3) of the Gazette requires that upon realisation of a new informal settlement, the WSA must provide interim sanitation service within 90 days.

Section 6(15) of the Gazette stipulate that the WSA need to submit plans within 2 years after promulgation of these Regulations, to eradicate unimproved pit toilets and open defaecation in human settlements.

The proposed plan

The Civil Engineering Department will conduct a full investigation on what will be required at informal areas, especially regarding the provision for sanitation, as this is a huge challenge. The report will indicate all informal areas, the proposed water and sewer infrastructure that needs to be implimented at the informal areas with the assicated costs.

Regarding interim water supply to informal settlements within 90 days of becoming aware thereoff, the provision of water with a tanker truck and/or the installation of standing taps are the obvious options. The pilot project of standing taps in Zolani is proof that Langeberg Municpality is already active in this regard.

The provision of interim sanitation services to informal settlements within 90 days of becoming aware thereoff, is a serious challenge for numerous reasons, with consideration of space, location, reachability (some in the mountains), capacity of plants, funding, constant increase in informal settlements, and more. .

This Regulation was published after the approval of the Langeberg Municipal budget for the 2025-2026 Financial year. The funding requirement related to the provision of interim services to all informal settlements, together with the date of the publishing the Regulation and the duration required to provide the mentioned services, make the execution, implementation and achievement impossible. This will be included in the report by the Civil Engineering Department with relevant detail on what is needed to achieve the required services.

Comments CFO

The contents of the National Water and Sanitation Services Standards and the proposed plan by the Civil Engineering Department are noted. Should Council decide to implement the National Water and Sanitation Services Standards the comments below should be considered.

The implementation of the promulgated compulsory national water and sanitation services standards will have serious financial implications for the municipality as it was published after the approval of Langeberg Municipal budget for the Medium-Term Revenue Expenditure Framework (MTREF) period 2025/26 to 2027/28. The provision of interim water and sanitation services to informal settlements within 90 days of becoming aware thereoff should considered carefully. The municipality is currently faced with the following challenges, amongst other things:

1. **Ageing municipal infrastructure (networks and municipal buildings).**
   The refurbishment, upgrading and maintenance of municipal infrastructure is of utmost importance to ensure continued municipal service delivery for all residents. The allocation of funding must prioritize this to ensure minimum basic services level is achieved to ensure financial sustainability. This is also worsened by disasters due to climate change which result in flood disasters and severe drought. Municipal infrastructure refurbishment, upgrading and maintenance often requires reprioritisation of budget to mitigate the risks that come with ageing municipal infrastructure.

2. **Vandalism and theft of municipal properties.**
   This places a heavy burden on the limited resource available as much needed municipal properties are targeted by a criminal element often requiring reprioritisation of budget and increase operational costs such insurance premiums.

3. **Influx of illegal immigrants into the municipal area.**
   The uncontrolled influx of illegal immigrants into the municipal area places a burden on municipal infrastructure such as water and wastewater treatment works. Very little evidence exists, if any, to prove that illegal immigrants contribute positively to the coffers of the municipality. A significant portion of the illegal immigrants reside in illegal informal settlements. Prevention of illegal immigrants is not a municipal function and so is the provision of housing.

4. **Unlawful land use in the municipal jurisdiction.**
   The provision of interim sanitation services to informal settlements within 90 days of becoming aware thereoff may encourage land invasions and force the municipality to condone illegal actions. This will overburden the limiited law enforcement capacity available.

5. **Increased strain on the financial viability and sustainability.**
   The municipality, as the sphere of government that is closer to the people, is faced with many competing priorities. As a result, there is a gap between minimum basic service delivery mandate, unfunded mandates and expected mandates. This is also worsened by the reduction in grant funding allocations from Provincial and National Government Departments over the years.

The provision of water and sanitation services to informal settlements should be planed properly to ensure that there is adequate funding and access to much needed grant funding for human settlements from the responsible government departments.

Comments Director Community Services

With regards above subject matter, the following will be required for proper commenting from my side:

- Cost incurred for installation of 3 standpipes in Zolani/Nkandla
- Do we have a system in place to compare how water where used before (illegally) and after installation?

<u>Comments: Director Economic, Social and Integrated Development Services</u>

The content of the report is noted, and the proposed plan of engineering to conduct a full investigation in all informal areas, the cost estimate, and resubmission to Council for approval are supported.

<u>Comments Director Corporate Services</u>

Without repeating the comments by the Director Financial Services (CFO), his comments is exactly highlighting the problems and challenges with this promulgation. The Municipality is currently already struggling to provide proper services due to its huge costs and will certainly be bankrupting the Municipality if we were to implement this. Once the proposed plan has been finalized and submitted to Council, further comments will be provided.

<u>Comments Director Engineering Services</u>

The regulation on Free Basic Services is challenging from a financial or funding consideration as well as the capacity to provide the services considering the capacities of both the Water Treatment Works and Wastewater Treatment Works in all the towns. The most effective reaction to this needs to be considered and implemented.

<u>Comments Municipal Manager</u>

Unfortunately, the recent circular from National Treasury caused a lot of problems for municipalities in so far that municipalities must now provide basic services to all informal settlements in terms of the regulations. This is an indirect invite to people to invade land to obtain free basic services, as by implication these illegal occupiers are also not able to pay for municipal services and as a result will be classified as indigent.

The circular of National Treasury requires from all Category B local municipalities to provide basic services, water and sanitation to all informal settlements within their serving area. This new additional costs in respect of infrastructure development and service delivery must be funded by municipalities, to be subsidized from elsewhere in the budgets, as by implication no income will be received from residents in informal settlements.

The recommendation, as submitted to Council is supported.

<u>RECOMMENDATION TO COUNCIL</u>

It is requested that Council:

1. Take note of the contents of the National Water and Sanitation Services Standards
2. To approve the proposed plan by the Civil Engineering Department.

<u>This item served before the Executive Mayoral Committee on 17 September 2025</u>
<u>Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025</u>
<u>Aanbeveling / Recommendation</u>

It is requested that Council:

1. Take note of the contents of the National Water and Sanitation Services Standards.

2. To approve the proposed plan by the Civil Engineering Department.

REPORT: FREE SERVICES TO THE ROBERTSON SPRING SHOW (DIRECTOR ENGINEERING SERVICES)

Background

This report pertains to the request received from the President of the Robertson Spring Show for the provision of free services during the spring show, scheduled to take place from 7 to 13 October 2025. The content of the letter is attached to the report

Detail

The following as detail to the services that will be rendered.

Waste removal: Placement of 5 x 6m³ skips for the period 3rd of October 2025 until the 13th of October 2025. Daily waste removal from 4th of October 2025 until the 13th of October 2025.
The value of the free contribution: R 34 500

Sewerage removal: 4 x sewerage removals will be provided free of charge. Thereafter, the cost will be R 1 041.00 (VAT Incl.) per load plus R 51.00/km for transport.
The value of the free contribution is R 4 980 (VAT Incl.)

Unpurified water: The provision of 60kl unpurified water for dust control provided free of charge. Please note that the collection and distribution are the responsibility of the Robertson Show.

Electricity: This is supplied at normal cost.

Road repair: This form part of the normal duties of Langeberg Municipality.

The total value of the contributions is R 39 480

Comments: Director Engineering Services

The provision of the mentioned services is supported.

Comments: Director Economic, Social and Integrated Development Services

The content of the report is noted

Comments: Director Corporate Services

Taking the financial benefit for the Langeberg area into consideration with the people from outside of the Langeberg area who will be supporting businesses in the area, the provision of the free services as referred to in the report is supported.

Comments: Chief Financial Officer

The provision of free services is supported due to the financial benefit into the municipal area.

Comments: Director Community Services

Recommendation to provide free mentioned services supported on condition no other operational requirements compromised.

Comments: Municipal Manager

I fully support the recommendation as submitted to Council, as the cost of the support services, is a small amount to invest in terms of the return on investment that Langeberg will receive from local economic development.

Recommendation

That the mentioned services be provided free of charge to the Robertson Spring Show.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
Aanbeveling / Recommendation

That the mentioned services in the report be provided free of charge to the Robertson Spring Show.

IRREGULAR EXPENDITURE WRITE OFF - (2023/2024 and 2024/2025) (DIRECTOR: FINANCIAL SERIVCES (CFO))

Purpose of Report

The purpose of the report is to submit a report to Council for consideration and for Council to write off irregular expenditure.

Legal Framework

Section 32(2)(a)(i) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) stipulates as follows:

A municipality must recover unauthorised expenditure, irregular or fruitless and wasteful expenditure from the person liable for that expenditure unless the expenditure -

(a) In the case of unauthorised expenditure, is –
(i) authorised in an adjustments budget; or
(ii) certified by the municipal council, after investigation by a council committee, as irrecoverable and written off by the council; and

(b) In the case of irregular or fruitless or fruitless and wasteful expenditure, is, after investigation by a council committee, certified by the council as irrecoverable and written off by council.

Background

Irregular Expenditure

2023/2024 Financial Year

COMAF 4 of 2024 - Quotation Process where 3 quotes not obtained and no approval for reasons

Amount - R614 193,53

During the testing of quotations, the AG identified that goods were procured through a formal written price quotation process whereby at least three quotations were not obtained. However, the reasons for not obtaining three written price quotations were not specifically recorded and approved by the Chief Financial Officer (CFO) or an official designated by the CFO. This is a requirement in terms of Regulation 17 (1)(c) of the Municipal Supply Chain Management Regulations for quotations between R30 000 and R300 000.

Management disagreed with the audit finding. The above was advertised, and the only reason is that less than three quotations were submitted by bidders and received by the Municipality because this is an open bid. This is documented on the BAC and is signed as approved by the CFO as he is the chair of the BAC.

The Municipality can't contact suppliers in this case because it was an open bid and no particular suppliers were requested specifically, but the entire market was invited. Contacting specific suppliers would therefore be in contravention of the SCM regulations. The reasons are in the BAC report and are also signed off by the CFO as per regulations. There is no need to update the BAC report because it already has all the required information, and any updates would be a duplication of efforts which would result in fruitless efforts.

The Municipality's approach to obtaining quotations through a public tender, coupled with comprehensive documentation and transparent practices, achieves all the objectives of SCM Regulation 17(1)(c). The Municipality's commitment to a competitive, fair and transparent procurement process reflects its adherence to SCM principles and good governance standards.

Langeberg Municipality's process and documentation qualify under SCM Regulation 17(1)(c) as a valid approach for situations where fewer than three quotations are received, because of the following:

1. SCM Regulation 17(1)(c) requires municipalities to seek at least three quotations for certain procurements to ensure competitive pricing. By going out on a full public tender advertisement, Langeberg Municipality makes

every effort to reach the widest possible pool of suppliers, inviting all compliant suppliers to participate. This demonstrates the Municipality's commitment to maximizing supplier participation and competition.

2. After quotations are received, the Municipality reads the results publicly and advertises them on its website. This open approach not only fosters transparency but also provides evidence that the Municipality has taken reasonable steps to obtain multiple quotations, meeting the intent of SCM Regulation 17(1)(c).

3. When fewer than three quotations are received, SCM Regulation 17(1)(c) requires that the reasons be documented. Langeberg Municipality adheres to this requirement by recording the number of suppliers that submitted quotations in the Bid Adjudication Committee (BAC) report, along with an explanation that the quotations were publicly advertised. The Municipality also documents the date of the mandatory site meetings and which suppliers attended, where the meetings took place, thus justifying why fewer than three quotations were obtained. This documentation ensures compliance with the regulation by providing a clear, auditable trail.

4. SCM Regulation 17(1)(c) stipulates that documented reasons for receiving fewer than three quotations must be approved by an authorized official, typically the CFO. In Langeberg's process, the BAC report containing these reasons is signed by the CFO, demonstrating that management has reviewed and approved the rationale. This approval is critical to compliance, as it provides formal oversight and endorsement of the procurement process when fewer than three quotations are received.

5. The intent of SCM Regulation 17(1)(c) is to ensure that municipalities make reasonable efforts to obtain multiple quotations to promote competition and cost-effectiveness. Langeberg Municipality's process of public advertisement, documentation of responses, and CFO approval satisfies this intent by providing transparency, oversight and a clear record of the steps taken to secure competitive pricing, even when the response rate is lower than anticipated.

The Langeberg Municipality hereby confirms that it has consistently adhered to the same documentation and procedures in its advertised quotations for the past seven years. This documentation has been prepared and maintained in strict compliance with the requirements of Supply Chain Management Regulation 17(1)(c) and this standard has been continuously upheld in our processes.

Furthermore, the Municipality has, without exception, provided the Auditor-General of South Africa (AGSA) with the identical set of documentation each year for more than 7 years, which has consistently demonstrated compliance with SCM Regulation 17(1)(c). To date, this documentation and approach have been accepted by the AGSA, indicating an ongoing acknowledgment of the Municipality's compliance with applicable SCM regulations over this extended period.

COMAF 7 of 2024 - SCM - Fuel purchases

During the audit of 2023/2024 the Auditor-General of South Africa (AGSA) identified the procurement and contract management it was noted that the municipality did not request three quotations when procuring fuel for municipal vehicles of a transaction value over R2 000, as was required by the aforementioned Government Gazette.

Through discussion held with the management on 22 October 2024, it was noted that the municipality uses fuel cards that were issued to the municipality by ABSA Bank. The awarded service provider ABSA Insurance and Financial Advisers (Pty) which was awarded with effective date 1 July 2020 (Tender 45/2019: Provision of banking services for a period of 5 years).

The auditors reviewed the consolidated statements for all fuel cards disclosed as Inventory consumed in the AFS and the transactions disclosed as Wet fuel in the AFS for the months

The auditors reviewed the consolidated statements for all fuel cards disclosed as Inventory consumed in the AFS and the transactions disclosed as Wet fuel in the AFS for the months January 2024 to June 2024.

Refer to the table below:

	Estimated number of transaction January 2024 - June 2024	Estimated Rand value of transactions over R2 000 (R)
Fleet cards transactions	756	2 973 460,88
Wet fuel transactions	198	1 350 168,89
Total	954	4 323 629,77

Subsequently the fuel expenditure incurred in 2024/25 financial year, which is over a transaction value of R2 000.00. Refer to the table below:

Description	Year	Month	Amount (R)
Fuel	2024	July	346 565.84
Fuel	2024	August	349 386.57
Fuel	2024	September	78 508.60
Fuel	2024	October	358 241.61
Fuel	2024	November	318 057.70
Fuel	2024	December	339 823.99
Fuel	2025	January	420 858.08
Fuel	2025	February	375 708.70
Fuel	2025	March	378 186.56
Fuel	2025	April	313 185.30
Fuel	2025	May	304 106.80
Fuel	2025	June	295 406.80
Total Amount			**3 878 036.55**

Management disagreed with the AGSA due to impracticality of their approach. Fuel purchases for municipal vehicles are conducted through fuel cards, which were acquired as part of a formal tender process for banking services. This arrangement was established in compliance with the provisions of the Municipal Finance Management Act (MFMA) and relevant regulations, with due diligence applied to ensure an efficient and cost-effective procurement solution. This formal procurement process guarantees that the fuel card service is provided by a supplier selected through a competitive process, thereby ensuring compliance and alignment with procurement regulations.

Municipal vehicles operate across extensive geographic areas, both within the municipal boundaries and throughout the province. As a result, the need to refuel arises sporadically, often at various locations depending on the nature and route of the assigned duties.

Requesting three quotations each time fuel is required would impose impractical operational constraints. For example, if a vehicle requires fuel on the N1 highway from Cape Town, the driver would need to locate three separate fuel stations, obtain quotations and await approval causing significant delays. This would be disruptive as fuel is urgently needed to continue service delivery and, in some cases, refuelling is required after hours. In some instances, waiting for quotations could compel officials to remain in the vehicle overnight, resulting in logistical inefficiencies and potential safety risks.

Quotation-based purchasing is not feasible for on-the-go fuel needs, as the vehicle's location dictates the nearest available fuel provider. Attempting to obtain quotations would also introduce inefficiencies, as price variations among fuel stations are typically minimal and do not justify the administrative burden of obtaining multiple quotations for every transaction.

Furthermore, quotations received from fuel stations outside the immediate vicinity would be irrelevant due to accessibility constraints, adding no practical value.

A regulated tender process was duly followed for acquiring banking and fuel card services, aligning with the MFMA and the relevant procurement regulations. The use of fuel cards is integral to the municipality's operational efficiency and has been validated through a transparent and compliant procurement process.

Therefore, management concludes that fuel purchases conducted via fuel cards under the pre-existing tender cannot be considered irregular.

Management recommended that the AGSA acknowledges the practical limitations inherent in the fuel procurement process for municipal operations and that a formalized tender for banking and fuel services sufficiently addresses the need for a regulated procurement process.

2022/23 Financial Year

Non-compliance - PPR 2022 (COMAF 11- of 2022-23)

Amount - R2 009 006.34

In addition, the Auditor-General of South Africa (AGSA) identified that the preferential points system was not applied to all the written quotations below R30 000 contrary to PPR 2022. As the quotes below R30 000 but above the petty cash threshold of R2 000 were not evaluated in accordance with the preference point system as prescribed by the PPPF Act, this resulted in non-compliance with S2(1)(a) of the PPPFA.

Management disagreed with the AGSA resulting in an uncorrected misstatement relating to the audit of the financial statements on note 53 - Irregular expenditure (PPR 2022), amounting to R2 009 006.34. This has been sitting in the summary of uncorrected misstatements since 2022/23 financial year audit.

Comments Director ESIDS

The content of the report is supported.

Comments Director Corporate Services

The content of the report is noted and the recommendation supported.

Comments Director Community Services

Content is supported.

Comments Director Engineering Services

The content of the report is noted and supported.

Comments MM

The content of the report is noted with sincere appreciation and the recommendation to Council is supported.

Recommendation

That the irregular expenditure of the total amount of **R10 824 866.19** in terms of Section 32 (2)(b) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003), after investigation by a council committee, be certified by Council as irrecoverable and be written off by Council.

The recommendation of MPAC will be communicated at the Council meeting of 25 September 2025

A4999

REPORT: EXPENDITURE OF ORGANISATIONS IN TERMS OF THE GRANT-IN-AID PROCESS (5/15/1/2) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES

Purpose of the report:
To submit a report to Council on the expenditure of funds in terms of the Grant-in-Aid organizations.

Background:
The following organizations/ institutions qualified for a Grant-in-Aid donation in terms of the policy adopted by the Council.

In line with the approved Council decision (A4862), the Council approved an amount of R 9 800.00 to be paid per organization that successfully applied and received the Grant-in-Aid. Council also approved a payment of R 30 000.00 to be paid to Robertson Bejaarde Club to assist them in recovering items lost in a fire.

	ORGANISATION	AMOUNT AWARDED	FUNDING REQUIRED	FUNDS UTILIZED	Compliant/ Non-compliant
WARD 1					
1.	Robertson Bejaarde Club	R 38 800.00	Kitchen Equipment, Laptop and Printer, Crockery and Cutlery	Proof of bank statements Proof of invoices R 2 000.00: Taxi Service Cost R 1 800.00: Sport Day R 3 000.00: Kitchen equipment R 600.00: Cellphone repairs R 886.00: Gas R 361.00: Office Supplies R 30 000.00 not utilised yet. Waiting on insurance. Total: R 8 647.00	Non-Compliant
2.	Robertson Museum	R 9 800.00	Equipment	Proof of bank statements Proof of invoices R 1 257.00: Herotel (Internet) R 201.25 : St Angelos Books and Auditors R 299.00: Projector R 3 200.00: Salary R 1 500.75: Pastries R 759.00: Cutlery R 1 764.00: HDMI cable and TV stand R 874.00: Updating of IT equipment Total: R 9 855.00	Non-Compliant

3.	Robertson Neighbourhood Watch	R 9 800.00	Park and Patroller Equipment	Proof of bank statements Proof of invoices R 1 481.00: Fire extinguishers R 3 238.20: Flash lights R 2 021.65: Paramedic Workshop (medical equipment) Total: R 8 221.85	Compliant
4.	Langeberg Hope for Hunger	R 9 800.00	Equipment and Non-Perishable Goods	Proof of bank statements Proof of invoices R 1 209.21: Groceries R 229.80: Serviettes R 165.98: Groceries R 200.00: Petrol R 128.00: Equipment R 135.30: Groceries R 32.90: Groceries R 200.00: Petrol R 134.16: Groceries R 180.60: Vegetables R 100.00: Petrol R 150.00: Petrol Total: R 2 865.95	Non-Compliant
5.	Brighten Lives	R 9 800.00	Material/ Equipment	Proof of bank statements Proof of invoices R 800.00: Petrol R 179.90: Black bags R 359.90: Black bags R 600.00: Petrol Total: 1 939.80	Non-Compliant
6.	Vrolike Vinkies	R 9 800.00	Cleaning Supplies, Food and Stationery	Proof of bank statements Proof of invoices R 5 347.70: Maintenance R 174.90: Maintenance R 736.90: Maintenance R 153.60: Servicing of fire extinguishers R 241.18: Maintenance Total: 6 654.28	Compliant
7.	ACVV Tripple-Toontjies	R 9 800.00	Equipment for classrooms, Uniforms and Stationery	Proof of bank statements Proof of invoices R 12 000.00 – Equipment Total: R 12 000.00	Compliant
8.	Bright Stars	R 9800.00	Uniforms and Equipment	Proof of bank statements Proof of invoices	Compliant

				R 3 530.00: Uniforms and tablecloths R 940.00: Signs R 260.00: Equipment R 500.00: Uniforms R 1 495.00: Urn R 1 100.00: Gas stove Total: 7 825.00	
9.	Morêson Voedingskema	R 9 800.00	Cleaning Supplies, Food and Utilities	Payment is still outstanding due to personal banking account details.	Non-Compliant
WARD 2					
10.	Zanoxolo Gospel Singers	R 9 800.00	Equipment	Proof of bank statements Proof of invoices R 1 380.00: Uniforms R 1 450.00: Uniforms R 259.70: Uniforms R 600.00: Uniforms R 299.80: Music Equipment R 950.00: Invoice unclear R 427.13: Groceries R 900.00: Cash Deposit R 360.00: Uniforms Total: R 6 626.63	Compliant
11.	Siyakhuthaza Educare & Aftercare Centre	R 9 800.00	Chairs and Tables (educational items)	Proof of bank statements Proof of invoices R 9 800.00: Educational item Total: R 9 800.00	Compliant
12.	Young Chiefs FC	R 9 800.00	Uniforms, Shoes and Soccer Equipment	Proof of expenditure of funds was not submitted.	Non-Compliant
13.	Avuya Educare and Aftercare	R 9 800.00	Educational items and food	Proof of expenditure of funds was not submitted.	Non-Compliant
14.	Siyakha Educare	R 9 800.00	Educational items and food	Proof of expenditure of funds was not submitted.	Non-Compliant
15.	Peacemakers FC	R 9 800.00	First aid equipment and uniforms	Proof of expenditure of funds was not submitted.	Non-Compliant
16.	Sunshine Stars Créche	R 9 800.00	Educational items and food	Proof of bank statements Proof of invoices (attached 1 old invoice) R 1 864.89: Groceries R 460.00: Cleaning products R 744.89: Groceries R 1 001.21: Groceries R 456.17: Groceries	Compliant

				R 295.22: Medicine R 380.00: Stationery R 122.90: Groceries R 105.40: Groceries R 235.50: Groceries R 274.57: Groceries R 99.90: Adult diapers Total: R 6 040.65	
17.	Phumelela Edu+After Care	R 9 800.00	Equipment	Proof of bank statements Proof of invoices R 1 423.98: Paint R 126.50: Cement R 150.99: Paint R 2 927.90: Office equipment (Printer) R 300.00: Laminated photos R 188.60: Groceries R 241.00: Invoice unclear R 1,030.00: Furniture R 180.00: Tony R5 Store R 502.12: Groceries3 R 600.00: Electricity R 256.10: Groceries R 700.00: Transport R 1 500.00: Maintenance Total: R 10 127.19	Non-Compliant
18.	Little Stars Daycare	R 9 800.00	Equipment for creche and educational items	Proof of bank statements Proof of invoices R 2 076.00: ECD equipment) R 1 515.00: Office equipment (printer ink) R 1 223.91: Cleaning products R 616.98: ECD equipment R 5 29.94: ECD equipment R 530.43: Gas R 457.68: Cutlery R 499.99: Cookware R 500.00: Gas stove R 800.00: ECD equipment R 2 367.45: Groceries Total: R 11 117.38	Compliant
19.	Lihle Edu Care	R 9 800.00	Educational items	Proof of expenditure of funds was not submitted.	Non-Compliant
WARD 3					

20.	Giving Hope Foundation	R 9 800.00	Food, Stationery and Equipment	Proof of bank statements Proof of invoices R 2 700.99: Cell phone R 1 188.98: Matric ball R 549.00: Invoice unclear R 79.94: Groceries R 34.23: Groceries R 64.90: Groceries R 266.17: Groceries R 44.67: Groceries R 142.88: Groceries R 102.56: Groceries R 33.51: Groceries R 326.00: Groceries R 357.70: Groceries R 14.99: Groceries R 37.19: Groceries R 54.38: Groceries Total: R 5 998.09	Non-Compliant
21.	Kiddies Paradise Dagsorg	R 9 800.00	Cleaning supplies, Food and Equipment	Proof of bank statements Proof of invoices R 863.40: Hardware R 1 459.00: Stationery R 617.40: Office equipment (printer ink) R 1 000.00: Municipal account Total: R 3 939.80	Non-Compliant
22.	St. Blues Kersfees Koor	R 9 800.00	Band Equipment	Proof of bank statements Proof of invoices R 3 450.00: Band Equipment R 1,350.00: Transport R 2 500.00: Band Equipment Total: R 7 300.00	Non-Compliant
23.	Robertson Community Brass Band	R 9 800.00	General support, Uniforms and Instruments	Proof of bank statements Proof of invoices R 4 800.00: Band equipment R 999.99: Office equipment (printer) R 357.38: Cleaning products R 640.72: Groceries R 66.50: Groceries R 106.20: Groceries R 1 600.80: Groceries R 1 500.00: Petrol	Compliant

				Total: R 10 071.59	
24.	Robertson Old St. Blues	R 9 800.00	Band instruments	Proof of expenditure of funds was not submitted.	Non-Compliant
25.	Superstars Krieket Klub	R 9 800.00	Equipment and Uniforms	Proof of bank statements Proof of invoices R 965.00: Robertson Sagtebal Krieket Unie R 465.00: Signs R 560.00: Equipment Total: R 1 990.00	Non-Compliant
26.	Titans Domino Club	R 9 800.00	Equipment and Uniforms	Proof of expenditure of funds was not submitted.	Non-Compliant
27.	Ketso Playground	R 9 800.00	Tables, Chairs, Toys, Stationery (Educational items)	Proof of invoices R 2 417.42: Sand and cement R 1 700.00: Swing and tables R 1 500.00: Tables R 1 250.00: Mattresses R 620.00: Doors R 300.00: Cleaning material Total: R 8 087.42	Compliant
WARD 4					
28.	New Breed Empowerment	R 9 800.00	Equipment	Proof of bank statements Proof of expenditure of funds was not submitted.	Non-Compliant
29.	Roxy Foundation	R 9 800.00	Food and equipment	Proof of expenditure of funds was not submitted.	Non-Compliant
30.	Promised Land Educare	R 9 800.00	Educational items	Proof of bank statements Proof of expenditure of funds was not submitted.	Non-Compliant
31.	Rural Information Development	R 9 800.00	Educational Material	Proof of expenditure of funds was not submitted.	Non-Compliant
WARD 5					
32.	The Breede Centre	R 9 800.00	Equipment	Proof of bank statements R 8 062.11: Municipal account Total: R 8 062.11	Non-compliant
33.	McGregor Rugby Klub	R 9 800.00	Rugby Clothing, Bags and Caps	Proof of expenditure of funds was not submitted.	Non-Compliant
WARD 6					
34.	Rangers De Hoop RVK	R 9 800.00	Rugby Clothing, Bags and Caps	Proof of bank statements Proof of invoices R 10 500.00: Transport	Non-compliant

				Total: R 10 500.00	
35.	Rooiberg United RVK	R 9 800.00	Uniforms	Proof of expenditure of funds was not submitted.	Non-Compliant
WARD 7					
36.	TLRCO	R 9 800.00	Feeding scheme and equipment	Proof of bank statements Proof of expenditure of funds was not submitted.	Non-Compliant
37.	Montagu Villagers RVK	R 9 800.00	Uniforms	Proof of bank statements Proof of invoices R 9 800.00: Rugby jerseys Total: R 9 800.00	Compliant
38.	Springroses Dienssentrum	R 9 800.00	Equipment	Proof of bank statements Proof of invoices R 3 080.00: Vehicle tyres R 7 898.10: Vehicle services Total: R 10 978.10	Non-compliant
39.	Montagu Museum	R 9 800.00	Stationary	Proof of bank statements Proof of invoices R 9 944.72: Stationary and maintenance Total: R 9 944.72	Compliant
WARD 8					
40.	Jane Phillips Trust	R 9 800.00	Equipment	Proof of expenditure of funds was not submitted.	Non-Compliant
WARD 9					
41.	Ashton Atletiek Klub	R 9 800.00	Uniforms	Proof of invoices R 3 475.00: Boland Athletics Club Licence Total: 3 475.00	Non-compliant
42.	Vipers Social Rugby Club	R 9 800.00	Uniforms	Proof of invoices R 1 100.00: Tent and chairs R 1 500.00: Medals R 500.00: Transport R 7900.35: Jersey and gym shorts Total: 11 000.35	Non-Compliant
43.	Mimosa Football Club	R 9 800.00	Uniforms and soccer shoes	Proof of bank statements Proof of invoices R 2 100.00: Sports equipment (soccer balls)	Compliant

				R 3 148.05: Sports equipment (shin guards) R 69.90 : Sports equipment (Armbands) R 409.00: Sports equipment (bibs) R 548.00: Sports equipment (goalkeeper gloves) Total: R 6 274.95	
44.	Breerivier Wynland Landelike Ontwikkelings	R 9 800.00	Capacity building of rural communities (farm worker of the year)	The organisation transferred the funds to the Robertson Tourism Association.	Non-Compliant
45.	Mustang Krieket Klub	R 9 800.00	Uniforms	R 9800.00 – Uniforms	Compliant
46.	Jaguars Domino Klub	R 9 800.00	Uniforms	Proof of bank statements Proof of invoices R 5 000.00: Uniforms R 4 500.80: Caps/Golfers R 9500.80	Compliant
47.	Ashton School of Dancing	R 9 800.00	Costumes/Uniforms	Proof of bank statements Proof of invoices R 2 016.60: Fundraising R 3 600.00: Costumes Total: R 5 616.60	Non-Compliant
48.	Ashton in Action	R 9 800.00	Equipment	Proof of bank statements Proof of invoices R 9 800.00: Equipment (Tools) Total: R 9800.00	Compliant
WARD 10					
49.	Boland Chambers Choir	R 9 800.00	Uniforms	Proof of invoices R 8 600.00: Uniforms Total: R 8 600.00	Compliant
50	Thandanani Service Centre	R 9 800.00	Cleaning supplies, equipment and food	Proof of bank statements Proof of invoices R 2 500.00: Cash Deposit R 273.00: Groceries R 1 200.00: Computer equipment R 500.00: Petrol Total: R 4 473.00	Non-Compliant

51.	Lingelihle Old Age Home	R 9 800.00	Mattresses and Curtains	Proof of expenditure of funds was not submitted.	Non-Compliant
WARD 11					
52.	Excelsior Dominoes Klub	R 9 800.00	Equipment	Proof of Invoices R 10 300.50: Uniforms Total: R 10 300.50	Compliant
53.	Arabella Domino Club	R 9 800.00	Uniforms	Proof of bank statements Proof of invoices R 7830.00 – Uniforms Total: R 7830.00	Compliant

The following schools qualified for a Grant-in-Aid donation in terms of the policy adopted by Council:

	ORGANISATION	AMOUNT AWARDED	COMPLIANT/ NON-COMPLIANT
1.	Robertson Logos Christian School	R 13 500.00	Compliant
2.	Hoërskool Robertson	R 13 500.00	Compliant
3.	Hoërskool Montagu	R 13 500.00	Compliant
4.	Hoërskool Bonnievale	R 13 500.00	Compliant
5.	Jakes Gerwel Tegnies	R 13 500.00	Compliant

The following Local Tourism Associations qualified for a Grant-in-Aid donation in terms of the policy adopted by Council:

	ORGANISATION	AMOUNT AWARDED	COMPLIANT/ NON-COMPLIANT
1.	Montagu/Ashton Tourism Association	R 468 000.00	Compliant
2.	Robertson Tourism Association	R 468 000.00	Compliant
3.	McGregor Tourism Association	R 468 000.00	Compliant
4.	Bonnievale Tourism Association	R 468 000.00	Compliant

The following animal welfare qualified for a Grant-in-Aid donation in terms of the policy adopted by the Council:

	ORGANISATION	AMOUNT AWARDED	COMPLIANT/ NON-COMPLIANT
1.	SPCA	R 460 000.00	Compliant
2.	Animal Matter	R 80 000.00	Compliant
3.	Friends of care	R 80 000.00	Compliant
4.	John Moore	R 80 000.00	Compliant

Comments Director ESIDS

The local tourism organization provided quarterly feedback to the portfolio committee, and the reports on their expenditures were presented to the Council. Organizations that failed to provide feedback on their expenditures or did not comply with the Grant-in-Aid Policy will not be considered for future applications.

Comments Director Corporate Services

The contents of the report is noted and recommendation supported

Comments Director Community Services

Content of the report supported.

Comments Director Engineering Services

The content of the report is noted and supported.

Comments Chief Financial Officer

I support the content of the report

Comments MM

The recommendation to Council is supported and it is important to note that those organizations/ institutions that are indicated as non-compliant, will not qualify to be eligible for donations in future

Recommendation:

It is recommended that:

Council note the expenditure report of organizations in terms of the Grant-in-Aid.

The recommendation of MPAC will be communicated at the Council meeting of 25 September 2025

APPLICATION FOR THE LEASE AND/ OR PURCHASE OF THE COTTAGE SITUATED ON A REMAINDER OF LANGEVALLEY FARM NO.15 DASSIESHOEK, ROBERTSON (7/2/3/1/5: 7/2/3/2/5) (ADMINISTRATOR: PROPERTY ADMINISTRATION)

Purpose of report

To submit a report to Council for consideration regarding an application received from Ms M Gunter.

Background

The following letter was received from Ms M Gunter:

"Please send me more information about the process that is legally required to rent or purchase via tender, the Van Graan cottage, which is situated just off the Dassieshoek road in Robertson. The one where you drive through the Long Valley jersey farm to get to the cottage.

The cottage is in a very decrepit state, but I would be willing to restore it so that it could become habitable again.

My number is 0817454551 if you wish to connect via WhatsApp or phone call. I am also available to come to your offices for a meeting if that would work best.

A location map was attached.

The following comments were received:

Comments: Director: Community Services

On our recent visit we found there are renovations on the property without our knowledge or permission. There were bags of cement, tools etc inside the property. We are frequently monitoring and visiting the place to find out who is involved in order to act against.

No objection on leasing of the property for a period of three years. Purchasing not supported.

Comments: Director: Strategy & Social Development

Should the user department indicate a willingness to sell or rent it should be done via a public tender process

Comments: Director: Engineering Services

Noted

Comments: Manager: Town Planning

Rem of Langevalley 15, Robertson RD is zoned Agricultural Zone I. The property is located about 800m SW of the Dassieshoek dam wall, and the Willem Nels River runs through the farm. There is only one farm dwelling on the farm, which is dilapidated and in need of maintenance and repair. There is no objection to this house being leased for residential purposes on condition that it is repaired and maintained in accordance with all legal requirements in terms of the building regulations and the NHRA (heritage).

Notwithstanding the above, a site inspection on 24 June 2025 by the Building Control Officer confirmed that the applicant has trespassed on the property and already illegally started to renovate this house (the existing walls have been stripped, and new roof rafters and roof sheeting have been installed). If the property is to be leased, this must follow the standard procedures to ensure fair public participation.

Note: The property is approximately a kilometer SW of the boundary of the proclaimed Dassieshoek Municipal Nature Reserve within the Langeberg West Mountain Catchment Area. Any proposals to sell this property should be discussed with Cape Nature in relation to possible expansion of Protected Areas.

Comments: Manager: Civil Engineering Services

No water or sewer services are available to this property. The applicant must provide a proposal on how to service this property for approval.

Comments: Cllr Janse

Application is supported.

Comments: SNR Manager: Administrative Support

There is no objection to this house being leased for residential purposes on condition that it is repaired and maintained in accordance with all legal requirements in terms of the building regulations and the NHRA (heritage). There is no water of electricity on the site available, so with installation the heritage value of the property must take into consideration. A lease of three (3) years should be done via a public tender process.

Comments: Director: Corporate Services

The recommendation for the lease of the building is supported.

Comments: Municipal Manager

The recommendation as submitted to Council, is supported.

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 Ms M Gunter for the lease and/ or purchase of the cottage situated on a remainder of Langevalley Farm no.15 Dassieshoek, Robertson is not approved.

3. That the cottage situated on a remainder of Langevalley Farm no.15 Dassieshoek, Robertson be leased "voetstoots" by way of public tender for a period of 3 years for residential purposes subject to the following conditions:

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

3.2 That the tenderer is responsible for the payment of the insurance of the building, which is calculated as a percentage of the municipal insurance portfolio and will be billed monthly.

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

3.4 That the tenderer is responsible for the maintenance and repairs to the cottage for their own account.

3.5 That the cottage is repaired and maintained in accordance with all legal requirements in terms of the building regulations and the NHRA (heritage).

3.6 That the cottage be leased without water or the right to any water sources.

3.7 That no structures be erected on the premises without written approval of the Municipality.

3.8 That no alterations may be made to the cottage without the written consent of the Municipality.

3.9 That no portion of the property be sublet without the written approval of the Municipality

3.10 That the Municipality will have unrestricted access to the property if there is any maintenance to be done.

3.11 That the successful tenderer submit a proposal how the services (water and sewerage) will be dealt with.

NOTE: The annexure was distributed as part of the agenda for the Corporate Services Portfolio Committee meeting of 03 September 2025 (pg. 17)

This item served before the Corporate Services Portfolio Committee on 03 September 2025
Die item het voor die Korporatiewe Dienste Portefeulje Komitee gedien op 03 September 2025
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 Ms M Gunter for the lease and/ or purchase of the cottage situated on a remainder of Langevalley Farm no.15 Dassieshoek, Robertson not be approved.

3. That the cottage situated on a remainder of Langevalley Farm no.15 Dassieshoek, Robertson be leased "voetstoots" by way of public tender for a period of 3 years for residential purposes subject to the following conditions:

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

3.2 That the tenderer is responsible for the payment of the insurance of the building, which is calculated as a percentage of the municipal insurance portfolio and will be billed monthly.

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

3.4 That the tenderer is responsible for the maintenance and repairs to the cottage for their own account.

3.5 That the cottage is repaired and maintained in accordance with all legal requirements in terms of the building regulations and the NHRA (heritage).

3.6 That the cottage be leased without water or the right to any water sources.

3.7 That no structures be erected on the premises without written approval of the Municipality.

3.8 That no alterations may be made to the cottage without the written consent of the Municipality.

3.9 That no portion of the property may be sublet without the written approval of the Municipality

3.10 That the Municipality will have unrestricted access to the property if there is any maintenance to be done.

3.11 That the successful tenderer submit a proposal how the services (water and sewerage) will be dealt with.

This item served before the Executive Mayoral Committee on 17 September 2025
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 17 September 2025
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 Ms M Gunter for the lease and/ or purchase of the cottage situated on a remainder of Langevalley Farm no.15 Dassieshoek, Robertson is not approved.

3. That alienation of the Dassieshoek cottage first be discussed with Cape Nature in relation to possible expansion of Protected Area and if approved, the process to alienate be proceed with.

4. That the Dassieshoek cottage situated on a remainder of Langevalley Farm no.15 Dassieshoek, Robertson be alienated "voetstoots" by way of public tender for residential purposes subject to the following conditions:

4.1 That the Dassieshoek cottage be alienated at a market related tariff.

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

4.3 That the tenderer be responsible for all the connection fees for municipal services rendered to the property.

4.4 That the tenderer be responsible for the payment of development levies / bulk services contributions if applicable.

4.5 That the tenderer is responsible for the repairs to the cottage for their own account.

4.6 That the cottage is repaired and maintained in accordance with all legal requirements in terms of the building regulations and the NHRA (heritage).

4.7 That the cottage be alienated without water or the right to any water sources.

4.8 That the tenderer be responsible for all costs regarding the property in his/ her name.

4.9 That the tenderer be responsible for the cost involved for all Town Planning costs which may be rezoning, subdivision, consolidation, surveying fees, registration of servitudes and registration of the property in his/her name where applicable. The agreement to sell the land does not oblige the municipality to approve an application for subdivision and rezoning. Such an application will be evaluated in terms of relevant planning considerations and the agreement to sell must not be regarded as a commitment to approve the application.

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

5. That should there be no qualified tenderers for the alienation of the Dassieshoek cottage, the intention of the Municipality to lease the Dassieshoek cottage by way of public tender for a period of 3 years for residential purposes be proceeded with subject to the normal conditions applicable for the leasing of municipal property.

ASSESSMENT REPORT ON PROGRESS MADE IN ADDRESSING CRITICAL ISSUES RAISED ON IMPLEMENTATION OF THE ERP PROJECT (DIRECTOR – FINANCIAL SERVICES (CFO))

Purpose of the report

The purpose of this report is to provide an update to Council on the progress made by CCG Systems (Pty) in addressing critical issues raised on the implementation of the Enterprise Resource Planning (ERP) project.

Legal framework

Municipal Finance Management Act, No. 56 of 2003

Implementation of the system

115. (1) The accounting officer of a municipality must - (a) implement the supply chain management policy of the municipality; and (b) take all reasonable steps to ensure that proper mechanisms and separation duties in the supply chain management system are in place to minimise the likelihood of fraud, corruption, favouritism and unfair and irregular practices.
(2) No person may impede the accounting officer in fulfilling this responsibility.

Contracts and contract management

116. (1) A contract or agreement procured through the supply chain management system of a municipality must-
(a) be in writing;
(b) stipulate the terms and conditions of the contract or agreement, which must include provisions providing for

- (i) the termination of the contract or agreement in the case of non- or underperformance;
- (ii) dispute resolution mechanisms to settle disputes between the parties;
- (iii) a periodic review of the contract or agreement once every three years in the case of a contract or agreement for longer than three years; and
- (iv) any other matters that may be prescribed.

(2) The accounting officer of a municipality must-
(a) take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality entity is properly enforced;
(b) monitor on a monthly basis the performance of the contractor under the contract or agreement;
(c) establish capacity in the administration of the municipality-
- (i) to assist the accounting officer in carrying out the duties set out in paragraphs *(a)* and *(b)*
- (ii) to oversee the day-to-day management of the contract or agreement; and

(d) regularly report to the council of the municipality, as may be appropriate, on the management of the contract or agreement and the performance of the contractor.

(3) A contract or agreement procured through the supply chain management policy may be amended by the parties, but only after-
(a) the reasons for the proposed amendment have been tabled in the council of the municipality; and
(b) the local community-
- (i) has been given reasonable notice of the intention to amend the contract or
- (ii) has been invited to submit representations to the municipality.

Councillors barred from serving on municipal tender committees

117. No councillor of any municipality may be a member of a municipal bid committee or any other committee evaluating or approving tenders, quotations, contracts or other bids, nor attend any such meeting as an observer.

Interference

118. No person may- (a) interfere with the supply chain management system of a municipality or (b) amend or tamper with any tenders, quotations, contracts or bids after their submission.

Municipal Supply Chain Management Regulations, as amended
Chapter 1 -Establishment And Implementation of Supply Chain Management Policies
2. Supply chain management policies

(1) Each municipality must in terms of section 111 of the Act, have and implement a supply chain management policy that-
(a) gives effect to (i) section 217 of the Constitution; and (ii) Part 1 of Chapter 11 and other applicable provisions of the Act.
(b) is fair, equitable, transparent, competitive and cost-effective.

Background

Item A4889 already served before an ordinary meeting of Council on 26 March 2025, whereby Council unanimously resolved:

1. That the administration must be allowed to follow their processes to manage and monitor the implementation of the service level agreement and contract with CCG Systems (Pty) Ltd in terms of section 116 of the MFMA, and that the following immediate steps be noted:
1.1 The period of extension requested by CCG ends on 3 April 2025.
1.2 That after 3 April 2025, an assessment will be conducted on progress made by CCG on the critical focus areas as listed in the letter to them.
1.3 The outcome of performance in terms of the assessment will determine the way forward in applying provisions and measures in terms of the contractual agreement.
1.4 That a progress report will be submitted at the next Council meeting.
2. That Council notes the content of this report.

This report should be read in conjunction with items A4889, A4917, A4946 and A4979 for context and further background.

Summary of issues raised:

1. Incorrect billing of customer accounts.
2. Difficulty with monthly reconciliations.
3. Incorrect leave balances.
4. Difficulty in generating reports on the PMS module.
5. ICT governance challenges.
6. Turn-around time to enquiries raised by Municipal Staff.

In the meeting that was held on 17 February 2025, the following interventions were proposed and agreed upon to address the issues raised:

No.	Intervention	Progress comments
1.	Deploy and implement a dedicated help desk platform for all staff to log all complaints and/or requests to ensure that there is a centralised and dedicated communication platform.	Activity completed. Help desk was deployed to log queries.
2.	Rollout refresher training to all staff to ensure that they are up-to-date with system upgrades – In progress; this activity is continuous. Refresher training is provided when required by staff.	In progress, this activity is continuous. Refresher training is provided when required by staff.
3.	Complete the process of transferring the take-on balances from the Promun system to SAGE 200 Evolution.	Transfer of the take-on balances from the Promun system to SAGE 200 Evolution is completed.
4.	Allocate skills and resources to the development and set-up of parameters for mSCOA compliant transacting and reporting on the system, such as Software Developers and Business Analysts.	The following skills and resources were allocated to attend to matters raised: • 2 X Senior Developer. • 1 X Lead Developer. • 1 X Business Analyst. • 2 X Senior Consultant. • 1 X Project Manager.
5.	CCG Systems (Pty) Ltd created a sub-project to address these issues and allocated resources to work on addressing the issues raised by the Municipality.	Sub-project still in progress as some issues remain unresolved.

In addition, Langeberg Municipality has placed CCG Systems (Pty) on formal notice in terms of the signed service level agreement. Based on the formal notice, CCG Systems (Pty) was instructed to provide a comprehensive written plan detailing specific steps and timelines to rectify all identified system deficiencies. Herewith, below is the progress report on the comprehensive written plan as of Friday, 12 September 2025:

Complete	Action resolved, and Langeberg LIVE proving done.
In Progress	Working towards issue resolution
Planned	Milestone dates planned
N/A	No action required
Approval Required / On hold	Proposed date requiring Langeberg approval

PRIORITY 1 3.1 Billing and Customer Account Management Failures	Development/ Configuration Completion Date	CCG Quality Assurance Testing	Langeberg Change Request (CR) Status (Langeberg User Acceptance Test (UAT) Environment)	E-2-E UAT (CCG & Langeberg)	Langeberg CR Status (LIVE Environment)	LIVE PROVING (Langeberg & CCG)	PROGRESS NOTES 07/07/2025 - 12/09/2025
Incorrect billing on consumer accounts: The system continues to issue accounts with incorrect amounts to residents.	Complete	Complete	Complete	Complete	In Progress	Planned Due: 2025-09-19	**IN PROGRESS *E-BILLING: * INTERGRATIONS** Citizen App - Development and Testing for Third Party Integrations (Meter Readings and Citizens App) completed, Deployment of the API for Citizens App Integration currently in progress, Meter Readings - Development and Testing completed. Currently addressing the issue of bulk update of Meter Readings raised on UAT, **COMPLETED** * Latest e-Billing Upgrade was done on 27 August 2025 to address issues that caused delays on distribution of July 2025 Accounts and Bulk Tariffs Updates, * Payment Allocations now running daily to avoid delays on Interest Billing. **OUTSTANDING FROM CCG & LANGEBERG** * Meter Master Files received from the Municipality did not have Meter Dials. Efforts are currently underway to engage PROMUN and get the Meter Dials for all Meters. **NEW ISSUES** * To stop posting of Pre-paid Electricity Transactions to Customer Accounts, consideration to be made for Auxiliary Payments
Communication failures: Residents do not receive their accounts via e-mail, despite this functionality being configured in the system	Complete	Complete	Complete	Complete	Complete	Complete	* Email statements being sent out twice: Resolved
Payment allocation failures: The system fails to allocate payments received from customers to their accounts timeously, resulting in numerous complaints from residents	Complete	Complete	Complete	Complete	Complete	Complete	* Duplicates of the arrangements - Resolved and a new Build with improved efficiency provided, Upgraded was done on 27 August 2025,

PRIORITY 2 3.2 Financial Reconciliation Deficiencies Monthly reconciliation failures: The finance directorate cannot reconcile bank accounts, trade payables, VAT accounts, inventory accounts, property, plant and equipment, and salaries accounts due to incorrect system parameter setup and erroneous transactions	Development/ Configuration Completion Date	CCG Quality Assurance Testing	Langeberg Change Request (CR) Status (Langeberg User Acceptance Test (UAT) Environment)	E-2-E UAT (CCG & Langeberg)	Langeberg CR Status (LIVE Environment)	LIVE PROVING (Langeberg & CCG)	PROGRESS NOTES 07/07/2025 - 12/09/2025
Creditors Reconciliation	N/A	N/A	N/A	N/A	N/A	Complete	**IN PROGRESS (CCG & LANGEBERG)** Payables Reconciliation done with the following breakdown, transactions causing issues were communicated for the municipality to resolve and CCG Systems currently assisting with Clearing Accounts. * Agency fees payable * Trade payables and accruals * Salary clearing and control * Unallocated deposits **COMPLETED** * Consumer deposits * Retention * VAT payable/receivable
Accounts Receivables	N/A	N/A	N/A	N/A	N/A	Complete	Split between availability and metered services concluded this week.
Payroll	N/A	N/A	N/A	N/A	N/A	In Progress Due 2025/09/12	**IN PROGRESS (CCG & LANGEBERG)** * Reconciliation of Employee Related Costs was completed. Reviews will be done for August 2025.

Inventory	Complete	Complete	N/A	N/A	N/A	Complete	**IN PROGRESS (CCG)** * Inventory UAT Results reported 01 August 2025: 1. Failed Requisition Process (Passed on 11 Aug UAT). 2. Rejection Functionality Missing (Passed on 11 Aug UAT). 3. Approved Requisitions Not Usable (Passed on 11 Aug UAT). 4. Missing Financial Transactions (Passed on 11 Aug UAT). 5. Reports Verification Needed (Passed on 11 Aug UAT). 6. Layout Clarification (Passed on 11 Aug UAT). * Upgrade to be scheduled * Year-end Reconciliations were completed, **OUTSTANDING FROM LANGEBERG** *N/A
Data integrity issues: Incorrect leave balances are being rolled forward every month, and incorrect leave credit balances are being allocated to new appointees: 10 Days Sick Leave Credit	Complete	Complete	N/A	N/A	N/A	In Progress	**COMPLETED** *10 Days Sick Leave Credit Decision from Leave and ESS Rollout Discussion Meeting, was to continue with manual reconciliation of long-service sick leave balances until historical data is fully aligned. * The System has been set up to give the additional 10 Days Sick Leave correctly and the System uses the actual days taken by the Employee in the preceding Leave Cycle and only Leave Days taken from Sage 300 are considered. CCG Systems is able and willing to import historical Sick Leave taken before Take-Ons to be provided by the Municipality for the Calculation to be 100% correct. **OUTSTANDING FROM LANGEBERG** *10 Days Sick Leave Credit - Comments for HR to be provided by Langeberg LM
Accrual of Annual Leave at the end of the month	Complete	Complete	N/A	N/A	N/A	In Progress	**COMPLETED** * The system has been set up to accrue leave at the end of the month. The 2 days that are accrued at the end of the month appear on the enquiry, but they are only available to be taken after the month end.

PRIORITY 2 3.3 Reporting and Performance Management Failures	Development/ Configuration Completion Date	CCG Quality Assurance Testing	Langeberg Change Request (CR) Status (Langeberg User Acceptance Test (UAT) Environment)	E-2-E UAT (CCG & Langeberg)	Langeberg CR Status (LIVE Environment)	LIVE PROVING (Langeberg & CCG)	PROGRESS NOTES 07/07/2025 - 12/09/2025
PMS module dysfunction: The performance management unit cannot generate performance reports with graphs as required for municipal operations	Complete	Complete	Complete	Complete	Complete	Complete	**COMPLETED** * The issue of Calculation Types was confirmed to be emanating from the input of information by Users. * Refresher Training conducted on the week ended 11 July 2025. * Removing of Zeros on Not Applicable KPI completed. **IN PROGRESS FROM CCG & LANGEBERG** * Synchronisation of Top Layer and Departmental KPIs. Currently having a challenge as cannot establish a link between the Top Layer and Departmental KPIs of the Municipality, and the Monthly and Annual Targets are not in sync, NEW ISSUE * Inconsistencies on the PMS Report which prompts manual interventions.
Critical operational reports unavailable: The system fails to generate essential reports required for daily municipal operations	Complete	Complete	Complete	Complete	Complete	In Progress	

PRIORITY 3 3.4 ICT Governance Challenges	DEV / Configuration Completion Date	CCG Quality Assurance Testing	Langeberg CR Status (Langeberg UAT Environment)	E-2-E UAT (CCG & Langeberg)	Langeberg CR Status (LIVE Environment)	LIVE PROVING (Langeberg & CCG)	PROGRESS NOTES 07/07/2025 - 12/09/2025
The payment file from Sage 200 for supplier payments is not encrypted.	In Progress	In Progress Due 2025/09/19	Planned Due 2025/09/19	Planned Due 2025/09/19	Planned Due 2025/09/19	Planned Due 2025/09/30	**IN PROGRESS (CCG SYSTEMS)** * These 3 Issues required a Major Development and significant modification of the General Ledger and Payables Module. The Developments are currently in progress, standing at 80 % and full testing and deployment to the Municipality's Production Environment is planned to be completed by end of September 2025. * Development for e-Ledger Module for Journal Approvals completed and ready for UAT. * e-Payables Module for segregation of duties on editing Supplier master files and securing the payment files still in progress standing at 70 %.
No segregation of duties for Supplier Master File Updates (Banking Details).	Completed	In Progress Due 2025/09/19	Planned Due 2025/09/19	Planned Due 2025/09/19	Planned Due 2025/09/19	Planned Due 2025/09/30	
No segregation of duties for Journals capturing and processing in the System.	Complete	Complete	Complete	Planned Due 2025/09/19	Planned Due 2025/09/19	Planned Due 2025/09/30	
System Architecture is still outstanding.	N/A	Complete	N/A	N/A	N/A	Complete	**IN PROGRESS (CCG SYSTEMS)** *Second Version of The System Architecture was submitted, and Inputs have been provided from the Municipality with more information to be added on the Architecture. * Audit Trail Reports provided to I.T Department and are reflective of the information requested by A.G.

113

The reporting status of the ERP system implementation is that all system modules are operational, with issues being currently addressed. There are also post-system implementation issues which are reported in the modules, General Ledger, Revenue and Billing, Supply Chain Management, Expenditure and Trade Payables, HR and Payroll, Performance Management, and ICT Administration.

Priority has been given to issues affecting Revenue and Billing, as these were affecting the largest number of external stakeholders of the Municipality. As most of the billing issues have now been resolved, focus will now be more on the other modules to ensure that all issues raised are resolved.

Overall, some corrective measures have been implemented, but the progress of those corrective measures is still being closely monitored. The municipality also prepared and submitted the annual financial statements and the annual performance report to the Auditor-General by 31 August 2025 as required for audit purposes.

Project costs- budget versus actual expenditure incurred to implement the project remain the same

Contract Amount:	R59 660 684.29 (VAT Inclusive)
Actual Expenditure to date:	R23 300 421.42 (VAT Inclusive)
Budget to date:	R23 300 421.42 (VAT Inclusive)

The expenditure was for implementation fees, annual licence fees, sub-system licence fees, annual support licence fees, user group/development fees, and disbursement fees. The contract is effective from 1 July 2023 until 30 June 2033.

Comments: Director – Corporate Services

The contents of the report is noted and the recommendation supported.

Comments: Director – Engineering Services

The content of the report is noted.

Comments: Director – Community Services

Council take cognisance of the progress made to date.

Comments: Director - Economic, Social and Integrated Development Services

Council note the contract management report on CCG

Comments: Municipal Manager

The content of the report is noted with sincere appreciation and the recommendation to Council supported.

Recommendation

1. That the administration continues to manage and monitor the implementation of the service level agreement and contract with CCG Systems (Pty) Ltd in terms of section 116 of the MFMA.

2. That a progress report will be submitted at the next ordinary Council meeting.

3. That Council notes the content of this report.

A5002

RESPONSE TO THE QUESTIONS RAISED BY CLLR TVE COETZEE ON OVERTIME IN COUNCIL (DIRECTOR – FINANCIAL SERVICES (CFO))

Purpose of the Report

To submit a written response to the questions raised by Cllr TVE Coetzee on overtime in Council.

Background

During the ordinary Council meeting held on 25 August 2025, Cllr TVE Coetzee raised a question of clarity on the R40 million overtime that he claimed was never answered after he had requested for the detail in previous meetings. The Director – Financial Services sought clarity from Cllr TVE Coetzee to indicate the source of R40 million overtime in question. He indicated that the figure comes from the annual financial statements.

Comments

The table below provides details of overtime paid for the entire municipality per financial year.

Description	2023/24 Financial Year - Audited	2024/25 Financial Year – Pre Audit
Overtime	R18 594 653	R20 990 353

Therefore, the statement is incorrect.

Director: Economic, Social and Integrated Development Services

The content of the report is noted.

Director Corporate Services

The contents of the report is noted and the recommendation supported.

Director Community Facilities

Recommendation supported.

Director Engineering Services

The content is noted and recommendation supported.

Municipal Manager

Support the recommendation to Council.

Recommendations

It is recommended that Council should take note that overtime is not R40 million as alleged by Cllr TVE Coetzee. The correct overtime amount was R20 990 353 for 2024/25 Financial Year and R18 594 653 2023/24 Financial Year.