

MINUTES OF THE COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON THURSDAY, 6 DECEMBER 2018 AT 09:00

PRESENT

Councillors, Aldermen and Alderlady

Alderman TT Godden (Speaker)
Councillor BC Klaasen (Executive Mayor)
Alderman K Adams (Deputy Executive Mayor)
Alderlady JT Phungula
Alderman HJ Smit
Alderman JJ Visagie
Councillor TE Abrahams
Councillor P Heradien
Councillor MD Jacobs
Councillor D Kinnear
Councillor GG Laban
Councillor C Lottering
Councillor TP Mgoboza
Councillor ZS Mzauziwa
Councillor N Phatsoane
Councillor EM Sidego

Officials

Mr D Nasson (Municipal Manager)
Mr J Barnard (Director: Technical Services)
Mr HJ Kritzinger (Director: Finance)
Mr M Mpeluza (Director: Corporate Services)
Mr G Louw (Head: Internal Audit)
Ms L Nieuwenhuis (Legal Advisor)
Mr A Hofmeester (IDP Manager)
Mr CG Wessels (Manager: Administration)
Ms CJ Mackenzie (Manager: Housing)
Ms MJ Prins (Acting Principal Administrative Officer)
Ms M Badela (Interpreter)
Ms A Klazen (Intern)

Other attendees

Mr L Welgemoed (Department of Human Settlement)
Mr P Chandaka (Department of Human Settlement)
Ms P Mayisela (Department of Human Settlement)
Mr A Raatz (Department of Human Settlement)

1. OPENING AND WELCOME

The Speaker welcomed everyone present after which he requested Councillor P Heradien to open the meeting with a prayer.

NOTED

**2. CONSIDERATION OF APPLICATION FOR LEAVE OF ABSENCE, IF ANY
(3/1/2/1)**

Applications for leave of absence from the meeting were received from Alderman JW Schuurman and Councillors P Daniels and D Swart.

An apology for absence from the meeting was received from the Deputy Director: Finance.

UNANIMOUSLY RESOLVED

- (a) *that the applications for leave of absence from the meeting, received from Alderman JW Schuurman (ANC) and Councillors P Daniels and D Swart (DA), be approved and accepted.*
- (b) *that notice be taken of the apology for absence from the meeting, received from the Deputy Director: Finance.*

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED

**3.1 Gratitude, Congratulations and Commiseration
(11/4/3)**

The Executive Mayor conveyed Council's congratulations to the following Alderman, Councillors and spouses on their birthdays:

- Councillor R Simpson 10 November
- Councillor T Mgoboza 15 November
- Councillor M Mdala 16 November
- Ms D Heradien 22 November
- Ms C Jacobs 5 December
- Alderman T Godden 10 December

NOTED.

**3.2 Matters raised by the Speaker
(09/1/1)**

- (a) The Speaker referred to the matter in respect of safety at home for councillors and municipal staff and requested that it be regarded as serious.
- (b) The Speaker mentioned that the tablet problem for councillors will be solved in the near future and requested patience.
- (c) The Speaker announced that the Executive Mayor will visit Denmark from 8 until 16 December 2018 for municipal purposes.
- (d) The Speaker announced that the year-end function for Council will be held in the Plantation Hall, Pine Forest Resort on Thursday, 13 December 2018 at 16:00. Partners are welcome and the dress code is informal.

- (e) The Speaker announced that Council recess for the festive season will be from 18 December 2018 until 7 January 2019.
- (f) The Speaker wished Council a blessed festive season and a prosperous new year.

NOTED

**3.3 Matters raised by the Executive Mayor
(09/1/1)**

- (a) The Executive Mayor congratulated Councillor G Laban and his spouse on their marriage celebration.
- (b) The Executive Mayor congratulated the ANC on winning the by-election in Ward 9.
- (c) The Executive Mayor expressed best wishes to all councillors and municipal staff for the festive season and a prosperous new year.
- (d) The Executive Mayor referred to the fifth commemoration of the passing of the late President Nelson Mandela.
- (e) The Executive Mayor requested all councillors to ensure that the SASRIA insurance forms are completed and submitted to the Department Finance.
- (f) The Executive Mayor congratulated Alderman JJ Visagie on his jubilee (50th) birthday.

NOTED

4. MINUTES

**4.1 Approval of minutes
(3/1/2/3)**

The minutes of the Council meeting, held on 31 October 2018, are attached as **annexure 4.1**.

UNANIMOUSLY RESOLVED

that the minutes of the Council meeting, held on 31 October 2018, be approved and signed by the Speaker.

5. MOTIONS AND NOTICE OF SUGGESTIONS

None

NOTED

6. INTERVIEWS WITH DELEGATIONS

**6.1 Presentation: Housing performance of Witzenberg Municipality
(17/4/R)**

A presentation on the housing performance of the municipality, made by the Chief Director of Housing: Western Cape, Ms P Mayisela, is attached as **annexure 6.1**.

UNANIMOUSLY RESOLVED

- (a) *that the Provincial Housing Department should have a meeting with the First Phase people on the housing integrated list and with Council within the next ten days after this council meeting.*
- (b) *that a special Housing Committee meeting be held on 11 December 2018 to set the criteria for beneficiaries of the First Phase houses.*
- (c) *that a special council meeting be held by 14 January 2019 with regard to the outcomes of the meetings supra (a) and (b).*
- (d) *that the Municipal Manager be authorised to sign off the relevant housing contract.*

7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

**7.1 Minutes: Committee meetings
(03/3/2)**

The minutes of the following meetings are attached:

- (a) Executive Mayoral Committee, held on 23 July 2018: **Annexure 7.1(a)**.
- (b) Performance, Risk and Audit Committee, held on 21 September 2018: **Annexure 7.1(b)**.
- (c) Committee for Housing Matters, held on 11 October 2018: **Annexure 7.1(c)**.
- (d) Performance, Risk and Audit Committee, held on 26 October 2018: **Annexure 7.1(d)**.

UNANIMOUSLY RESOLVED

that notice be taken of the minutes of the committee meetings and same be accepted.

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direkoraat Finansies / Directorate Finance

8.1.1 Performance, Risk and Audit Committee: Second Bi-annual report on Performance Management: 2017/2018 (5/14/2)

Item 7.1.1 of the Executive Mayoral Committee meeting, held on 3 December 2018, refers.

The Second Bi-Annual report of the Performance, Risk and Audit Committee on Performance Management for 2017/2018 is attached as **annexure 8.1.1**.

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Second Bi-Annual report of the Performance, Risk and Audit Committee on Performance Management for 2017/2018 and same be accepted.

UNANIMOUSLY RESOLVED

that notice be taken of the Second Bi-Annual report of the Performance, Risk and Audit Committee on Performance Management for 2017/2018 and same be accepted.

8.1.2 Reconnection of electricity over the festive period (5/12/1/R)

Item 7.1.2 of the Executive Mayoral Committee meeting, held on 3 December 2018, refers.

Purpose

To consider the reconnection of all electricity consumers over the festive period from 19 December 2018 until 4 January 2019.

Deliberation

It has become customary for Council to reconnect the electricity supply of defaulters over the festive period. This is in the spirit of goodwill and also to ensure that all households enjoy the festive season. In the past Council has drawn a distinction between the prepaid and the conventional consumers. In terms of the conventional consumers they must pay a deposit of R300.00 because the electricity is supplied in advance. If the deposit is not levied Council will incur a loss.

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

- (a) that the electricity of prepaid consumers be reconnected free of charge.
- (b) that the electricity of the suspended conventional consumers be reconnected upon payment of a deposit of R300.00.

- (c) that the concession of goodwill runs from 19 December 2018 until 4 January 2019.
- (d) that the Chief Financial Officer ensures that the public be informed of the Council decision via notices placed at all municipal pay points.

UNANIMOUSLY RESOLVED

- (a) *that the electricity of prepaid consumers be reconnected free of charge.*
- (b) *that the electricity of the suspended conventional consumers be reconnected upon payment of a deposit of R300.00.*
- (c) *that the concession of goodwill runs from 19 December 2018 until 4 January 2019.*
- (d) *that the Chief Financial Officer ensures that the public be informed of the Council decision via notices placed at all municipal pay points.*

**8.1.3 Draft Witzenberg Annual Report: 2017/2018
(5/14/2 & 9/1/1)**

Item 7.1.3 of the Executive Mayoral Committee meeting, held on 3 December 2018, refers.

The following memorandum, dated 26 November 2018, was received from the Director: Finance:

Purpose

The purpose of this report is to table the draft annual report for 2017/2018 to Council.

Legislature framework

In terms of Section 127 (2) of the Municipal Finance Management Act (Act 56 of 2003), the Mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control.

Discussion

The report of the Auditor-general of South Africa on the Annual Financial Statements, Predetermined Objectives, Compliance with Legislation and Internal Controls and the audited financial statements for the year ended 30 June 2018 must form part of the Draft Annual Report. The mentioned documents must be issued by the Auditor-general not later than 30 November 2018 and will be distributed at the council meeting.

The draft annual report for 2017/2018 is attached as **annexure 8.1.3.**"

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

- (i) that notice be taken of the Draft Witzenberg Municipality Annual Report for 2017/2018.
- (ii) that a public participation process be followed as prescribed by law.

- (iii) that the Municipal Public Accounts Committee compiles an oversight report on the Draft Annual Report as per its delegated powers, not later than 15 January 2019.

UNANIMOUSLY RESOLVED

- (a) *that notice be taken of the Draft Witzenberg Municipality Annual Report for 2017/2018.*
- (b) *that a public participation process be followed as prescribed by law.*
- (c) *that the Municipal Public Accounts Committee compiles an oversight report on the Draft Annual Report as per its delegated powers.*

**8.1.4 Finance: Incurrence of long-term debt
(5/9)**

The following items refer:

- (a) Item 7.1.9 of the Executive Mayoral Committee meeting, held on 30 October 2018.
- (b) Item 8.1.10 of the council meeting, held on 31 October 2018.
- (c) Item 7.1.4 of the Executive Mayoral Committee meeting, held on 3 December 2018.

The following memorandum, dated 3 October 2018, was received from the Director: Finance:

“1. Purpose

The purpose of this report is to table the proposed incurrence of Long-term Borrowing for consideration to the Executive Mayor and Council.

2. Legal framework

Section 46(3) of the MFMA states the following:

- (3) A municipality may incur long-term debt only if the Accounting Officer of the municipality —
 - (a) has, in accordance with Section 21A of the Municipal Systems Act —
 - (i) at least 21 days prior to the meeting of the Council at which approval for the debt is to be considered, made public an information statement setting out particulars of the proposed debt, including the amount of the proposed debt, the purposes for which the debt is to be incurred and particulars of any security to be provided; and
 - (ii) invited the public, the National Treasury and the relevant Provincial Treasury to submit written comments or representations to the Council in respect of the proposed debt; and
 - (b) has submitted a copy of the information statement to the municipal Council at least 21 days prior to the meeting of the Council, together with particulars of —
 - (i) the essential repayment terms, including the anticipated debt repayment schedule, and

- (ii) the anticipated total cost in connection with such debt over the repayment period.'

3. Discussion

The cost of full maintenance lease has been compared to the cost of procuring vehicles and it was determined that procuring vehicles are the better option for the municipality.

The proposed loan and the funds budgeted for leasing of vehicles can be used to fund the following vehicles:

Small sedans	10
Performance sedans (Traffic department)	2
Small LDV	3
One ton LDV	11

A tender process was followed to identify a service provider for the long-term loan and it was recommended by the Bid Adjudication Committee that the tender 8/2/15/39 be awarded to NEDBANK.

Particulars of the proposed debt are as follow:

Amount of debt to be incurred: R3 500 000.

Purpose for which the debt is to be incurred: Vehicles: R3 500 000

Security to be provided: None

Repayment terms are as follow:

Description	Term of loan	Amount of loan required	Fixed lending rate charged by bidder
Acquisition of capital assets	3 years	R3 500 000	9.75 % (All in Rate NACS)

Loan amortization table

Bi-annual date	Capital	Interest	Payment (equal instalments)	Balance
Half-year payment 1	3 500 000	85 079	671 145	2 913 934
Half-year payment 2	2 913 934	144 000	671 145	2 386 789
Half-year payment 3	2 386 789	116 037	671 145	1 831 681
Half-year payment 4	1 831 681	89 539	671 145	1 250 074
Half-year payment 5	1 250 074	60 774	671 145	639 703
Half-year payment 6	639 703	31 442	671 145	0
Total		R526 871	R4 026 871	

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

That approval be granted by Council for the incurrence of long-term debt for the procurement of vehicles.

The Executive Mayoral Committee resolved on 30 October 2018 that the matter in respect of the incurrence of long-term debt be held in abeyance until after the advertisement thereof and again be submitted to the Executive Mayoral Committee and Council for a resolution.

Council unanimously resolved on 31 October 2018 that the matter in respect of the incurrence of long-term debt be held in abeyance until after the advertisement thereof and again be submitted to the Executive Mayoral Committee and Council for a resolution.

The incurrence of the long-term debt was re-advertised on 9 November 2018 and no comments were received.

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

that approval be granted by Council for the incurrence of long-term debt for the procurement of vehicles.

The DA and COPE alliance requested a caucus break from 10:30 until 10:40.

UNANIMOUSLY RESOLVED

that approval be granted by Council for the incurrence of long-term debt for the procurement of vehicles.

8.2 Direkoraat Tegniese Dienste / Directorate Technical Services

8.2.1 Elektrisiteit: Straatbeligting: Waboomstraat, Prince Alfred's Hamlet (16/3/3/3)

Item 7.2.1 van die Uitvoerende Burgemeesterskomitee-vergadering, gehou op 3 Desember 2018, verwys.

'n Memorandum vanaf die Senior Bestuurder: Elektrotegniese Dienste, gedateer 15 Oktober 2018, word aangeheg as **bylae 8.2.1**.

Die Uitvoerende Burgemeesterskomitee het op 3 Desember 2018 besluit:

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

- (i) dat die Raad kennis neem van die probleemsituasie en die uitdagings wat daarmee gepaardgaan.
- (ii) dat die Elektrisiteitsdepartement goedkeuring ontvang vir werke op die ESKOM-netwerk met betrekking tot onderhoud en herstelwerk.
- (iii) dat die Raad kennis neem dat daar fondse beskikbaar is om die nodige werk te voltooi.
- (iv) dat die Raad, indien dit ondersteun word, goedkeuring gee vir die installasie van bates, soos uiteengesit in die item, op die ESKOM-netwerk vir dié geval, weens die feit dat die bestaande kontrak met ESKOM skade deur vandalisme uitsluit.
- (v) basiese dienslewering deur die munisipaliteit word vervat as 'n doelstelling in die konstitusie dit sluit dan ook in die bevordering van 'n veilige en gesonde omgewing. Dit word ook vervat in die Munisipale Stelselwet.

EENPARIG BESLUIT

- (a) *dat die Raad kennis neem van die probleemsituasie en die uitdagings wat daarmee gepaardgaan.*
- (b) *dat die Elektrisiteitsdepartement goedkeuring ontvang vir werke op die ESKOM-netwerk met betrekking tot onderhoud en herstelwerk.*
- (c) *dat die Raad kennis neem dat daar fondse beskikbaar is om die nodige werk te voltooi.*
- (d) *dat die Raad, indien dit ondersteun word, goedkeuring gee vir die installasie van bates, soos uiteengesit in die item, op die ESKOM-netwerk vir dié geval, weens die feit dat die bestaande kontrak met ESKOM skade deur vandalisme uitsluit.*
- (e) *basiese dienslewering deur die munisipaliteit word vervat as 'n doelstelling in die konstitusie dit sluit dan ook in die bevordering van 'n veilige en gesonde omgewing. Dit word ook vervat in die Munisipale Stelselwet.*

**8.2.2 Policy: Development charges
(15/4/P)**

Item 7.2.2 of the Executive Mayoral Committee meeting, held on 3 December 2018, refers.

The following documents are attached:

- (a) Memorandum from Director: Technical Services, dated 21 November 2018: **Annexure 8.2.2(a)**.
- (b) Witzenberg Municipality Development Charges Policy: **Annexure 8.2.2(b)**.
- (c) Services Agreement for Private Residential Township Development: **Annexure 8.2.2(c)**.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that the Development Charges Policy (revision 00) be adopted as a policy document.
- (b) that the Services Agreement for Private Residential Township Development be adopted as a policy document.

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

- (a) that the Development Charges Policy (revision 00) be workshopped by Council.
- (b) that the matter in respect of supra (a) be held in abeyance until after the workshop.

UNANIMOUSLY RESOLVED

- (a) *that the Development Charges Policy (revision 00) be workshopped by Council.*
- (b) *that the matter in respect of supra (a) be held in abeyance until after the workshop.*

**8.2.3 Appèl teen tweede wooneenheid: Erf 2245, Albertsingel 26, Ceres
(15/4/R)**

Die volgende items verwys:

- (a) Item 8.2.1 van die raadsvergadering gehou op 25 Januarie 2016.
- (b) Item 7.2.4 van die Uitvoerende Burgemeesterskomitee-vergadering gehou op 30 Oktober 2018.
- (c) Item 8.2.5 van die raadsvergadering gehou op 31 Oktober 2018.
- (d) Item 7.2.3 van die Uitvoerende Burgemeesterskomitee-vergadering, gehou op 3 Desember 2018.

Die Raad het op 25 Januarie 2016 besluit dat die appèl van mnr. P Hardneck teen die Komitee vir Tegniese Dienste se goedkeuring van die aansoek om vergunning vir 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres, gehandhaaf word.

'n Memorandum vanaf die Direkteur: Tegniese Dienste, gedateer 17 September 2018, word aangeheg as **bylae 8.2.3**.

Die Uitvoerende Burgemeesterskomitee het op 30 Oktober 2018 besluit dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering.

Die Raad het op 31 Oktober 2018 eenparig besluit dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering.

Die Uitvoerende Burgemeesterskomitee het op 3 Desember 2018 besluit:

- (a) dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering
- (b) dat die komiteedele na die transkripsie van die bandopnames luister.

EENPARIG BESLUIT

- (a) *dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering.*
- (b) *dat die bandopname van die bespreking van item 8.2.1 van die raadsvergadering gehou op 25 Januarie 2016, getranskribeer word.*

8.3 Direktoraat Gemeenskapsdienste / Directorate Community Services

**8.3.1 Housing project: Vredebes, Ceres
(17/4/1/1/2/4)**

The following items refer:

- (a) Item 6.1 of the meeting of the Committee for Housing Matters, held on 6 September 2018.
- (b) Item 7.3.3 of the Executive Mayoral Committee meeting held on 30 October 2018.
- (c) Item 8.3.5 of the council meeting held on 31 October 2018.

During the discussion of the monthly reports of the Section Housing for June, July and August 2018 the meeting was informed by the Manager: Housing that ASLA will start with the 154 single dwellings as per approved lay-out plan for Phase One. Council still needs to make a final decision in respect of the rest of the structures.

The Committee for Housing Matters resolved on 6 September 2018 to recommend to the Executive Mayoral Committee and Council that ASLA waits on the decision of Council regarding the construction of houses and that the Integrated List first needs to be approved by the Committee for Housing Matters.

The Executive Mayoral Committee resolved on 30 October 2018 that the Executive Mayoral Committee recommends to Council:

- (i) that Messrs ASLA is awaiting the decision of Council regarding the construction of houses.
- (ii) that the Integrated List first needs to be approved by the Committee for Housing Matters.

Council unanimously resolved on 31 October 2018 that the matter in respect of the housing project at Vredebes, Ceres be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

- (a) *that Messrs ASLA is awaiting the decision of Council regarding the construction of houses.*
- (b) *that the Integrated List first needs to be approved by the Committee for Housing Matters.*

8.4 Direkoraat Korporatiewe Dienste / Directorate Corporate Services

**8.4.1 Proposed council meeting program: January until March 2019
(3/1/2/3)**

Item 7.4.1 of the Executive Mayoral Committee meeting, held on 3 December 2018, refers.

The following memorandum, dated 23 November 2018, was received from the Manager: Administration:

1. Purpose

To obtain the approval of the Executive Mayoral Committee as well as Council for the proposed Council meeting program for January until March 2019.

2. For decision

Council.

3. Executive summary

The Council meeting program and meeting schedule for January until March 2019 are attached as **annexure 8.4.1**. The program is essentially similar to that of 2018. It is recommended that the attached program for the period January until March 2019 be approved. Numerous requests were lodged to SALGA to provide their 2019 meeting and workshop dates, but nothing has been received to date. This is a phenomenon which happens every year and therefore the request for a quarterly approval.

Council is requested to approve the meeting program for January until March 2019 and that the program be finalised when the SALGA dates have been received. The quarterly Council meeting program of the Witzenberg Municipality has been synchronised with the meeting dates of the Cape Winelands District Municipality and is now submitted to Council for approval.

4. Discussion

4.1 Background and discussion

In terms of Section 19 of the Local Government Municipal Systems Act (Act 32 of 2000) the Municipal Manager must give notice to the public in a manner determined by the Municipal Council of the time, dates and venues of every ordinary meeting of the Council and special or urgent meetings of the Council except when time constraints make this impossible.

The proposed Council meeting program for January until March 2019 provides the list of scheduled meetings of Council, the Executive Mayoral Committee, the various Section 80 Committees, Municipal Public Accounts Committee (MPAC), Performance, Risk and Audit Committee (PRAC) and the Local Labour Forum (LLF) with the applicable time and date of the meetings.

Senior Management meetings are once again proposed to be held every Monday, Committee for Housing Matters on the second Thursday of every month, Section 80 Committee meetings on the third Wednesday and Thursday of every month, Council workshops on the days prior to the Council meeting and Council meetings on the last Wednesday of the month, depending on specific circumstances. Council meetings are also synchronised with the Council meetings of the Cape Winelands District Municipality.

4.2 Constitutional and policy implications

This program has no constitutional and policy implications for the municipality.

4.3 Environmental implications

This program has not environmental implications.

4.4 Financial implications

The monthly Council meetings are published in the local community newspaper, the cost of which is duly budgeted for.

4.5 Legal implications

In terms of Section 19 of the Local Government Municipals Systems Act (Act 32 of 2000) the Municipal Manager must give notice to the public in a manner determined by the Municipal Council of the time, date and venue of every ordinary meeting of the Council and special or urgent meetings of the Council except when time constraints make this impossible.

Council meetings are planned for every month except for June, September and November and this exceeds the minimum requirement of one meeting per quarter as prescribed.

All legislative and policy requirements are complied with.”

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

- (a) that Council approves the proposed Council meeting program for January until March 2019.
- (b) that a meeting of the Committee for Housing Matters be scheduled for 17 January 2019.

UNANIMOUSLY RESOLVED

- (a) *that Council approves the proposed Council meeting program for January until March 2019.*
- (b) *that a meeting of the Committee for Housing Matters be scheduled for 17 January 2019.*

8.4.2 Personnel matters: Closure of municipal offices: 20, 21, 24, 27, 28 and 31 December 2018 and 2 January 2019 (04/2/8)

Item 7.4.2 of the Executive Mayoral Committee meeting, held on 3 December 2018, refers.

For the past few years the Municipal offices have been closed in December and January for the festive season.

The Municipal Manager proposed:

- (a) That business hours for 20 December 2018 shall be from 08:00 to 15:00.
- (b) That all employees be granted paid leave for 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.
- (c) That essential service staff as well as standby officials in all departments perform services as directed on 20, 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.
- (d) That the municipality resumes full services on 3 January 2019.

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

- (a) that business hours for 20 December 2018 shall be from 08:00 to 15:00.
- (b) that all employees be granted paid leave for 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.
- (c) that essential service staff as well as standby officials in all departments perform services as directed on 20, 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.
- (d) that the municipality resumes full services on 3 January 2019.

UNANIMOUSLY RESOLVED

- (a) *that business hours for 20 December 2018 shall be from 08:00 to 15:00.*
- (b) *that all employees be granted paid leave for 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.*
- (c) *that essential service staff as well as standby officials in all departments perform services as directed on 20, 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.*
- (d) *that the municipality resumes full services on 3 January 2019.*

**8.4.3 Service delivery: Phases 4 and 5, Prince Alfred's Hamlet
(2/2/2)**

Item 7.4.3 of the Executive Mayoral Committee meeting, held on 3 December 2018, refers.

A memorandum from the residents of Phases 4 and 5 of Prince Alfred's Hamlet, dated 14 November 2018, is attached as **annexure 8.4.3**.

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the municipal service delivery in Phases 4 and 5, Prince Alfred's Hamlet.

RESOLVED

that notice be taken of the municipal service delivery in Phases 4 and 5, Prince Alfred's Hamlet.

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA

9.1 Appèl: Aansoek om vergunning vir doeleindes van plek van vermaaklikheid: Erf 1386, Lyellstraat, Ceres (15/4/1/1/23)

Item 7.2.4 van die Uitvoerende Burgemeesterskomitee-vergadering, gehou op 3 Desember 2018, verwys.

Die volgende dokumente word aangeheg:

- (a) Verslag vanaf Bestuurder: Stadsbeplanning en Boubeheer: **Bylae 9.1(a)**.
- (b) Uitspraak van Hooggeregshof: **Bylae 9.1(b)**.

Die Uitvoerende Burgemeesterskomitee het op 3 Desember 2018 besluit:

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

dat die appèl van mnr. JF Prins teen die Witzenberg Beplanningstribunaal se afkeuring van die aansoek om vergunningsgebruik op erf 1386 (Lyellstraat 60, Ceres) van die hand gewys word en die besluit van die Tribunaal bevestig word.

Die volgende aanbeveling is aan die Raad voorgelê:

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

dat die appèl van mnr. JF Prins teen die Witzenberg Beplanningstribunaal se afkeuring van die aansoek om vergunningsgebruik op erf 1386 (Lyellstraat 60, Ceres) van die hand gewys word en die besluit van die Tribunaal bevestig word.

BESLUIT

dat die item van die agenda verwyder word in die lig daarvan dat die Uitvoerende Burgemeesterskomitee in terme van SPLUMA-wetgewing oor afgestaande magte beskik om die besluit te neem.

9.2 Council recess: December 2018/January 2019 (3/1/2/3)

Item 8.1 of the Executive Mayoral Committee meeting, held on 3 December 2018, refers.

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

that the Council goes in recess for the 2018/2019 festive season from 18 December 2018 until 7 January 2019.

UNANIMOUSLY RESOLVED

that the Council goes in recess for the 2018/2019 festive season from 18 December 2018 until 7 January 2019.

10. FORMAL AND STATUTORY MATTERS

**10.1 Feedback on matters of outside bodies
(3/R)**

10.1.1 Lack of space to relax: Nduli, Ceres

Alderlady J Phungula requested that space to relax be made available at Nduli, Ceres for the youth.

NOTED

11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS

11.1 Mayoral vehicle

Councillor P Heradien enquired whether the Mayoral vehicle is for official purposes or also serves for pool purposes.

The Executive Mayor responded that the vehicle is an official car for official purposes only.

NOTED

12. COUNCIL-IN-COMMITTEE