

**MINUTES OF THE COUNCIL MEETING OF WITZENBERG MUNICIPALITY,
HELD IN THE TOWN HALL, VOORTREKKER STREET, CERES ON TUESDAY,
28 MARCH 2023 AT 10:00**

PRESENT

Councillors

Councillor EM Sidego (Speaker) (DA)
Alderman HJ Smit (Executive Mayor) (DA)
Councillor FE Klazen (Deputy Executive Mayor) (GOOD)
Alderman K Adams (DA)
Alderman BC Klaasen (DA)
Councillor P Daniels (DA)
Councillor S de Bruin (DA)
Councillor G Franse (DA)
Councillor D Swart (DA)
Alderman JJ Visagie (DA)
Councillor AL Gili (ANC)
Councillor JS Mouton (ANC)
Councillor N Nogcinisa (ANC)
Councillor K Yisa (ANC)
Councillor J Zalie (ANC)
Councillor J Cloete (PA)
Councillor JP Fredericks (FF Plus)
Councillor LA Hardnek (Witzenberg Party)
Councillor P Heradien (ICOSA)
Councillor GG Laban (Witzenberg Aksie)
Councillor IL Swartz (EFF)

Officials

Mr D Nasson (Municipal Manager)
Mr HJ Kritzinger (Director: Finance)
Mr J Barnard (Director: Technical Services)
Mr M Mpeluzi (Director: Corporate Services)
Ms L Nieuwenhuis (Manager: Legal Services)
Mr A Hofmeester (Manager: IDP)
Ms R Hendricks (Manager: Communication and Marketing)
Mr CG Wessels (Manager: Administration)
Ms M Arendse-Smith (Chief Administrative Officer)
Mr C Titus (Committee Clerk)
Ms MJ Prins (Word Processor Operator)
Mr J Pieterse (Senior ICT Officer)
Mr M Njokweni (Interpreter)
Ms Z Lalapi (Intern: Communication and Marketing)

Other attendees

Mr J Conradie (Ceres Business Initiative)

1. OPENING AND WELCOME

The Speaker welcomed everyone present and requested Councillor D Swart to open the meeting with prayer.

NOTED

2. LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

2.1 Consideration of application for leave of absence, if any (3/1/2/1)

Applications for leave of absence from the meeting were received from Councillors N Phatsoane and MJ Ndaba.

UNANIMOUSLY RESOLVED

that the applications for leave of absence from the meeting, received from Councillors N Phatsoane (ANC) and MJ Ndaba (ANC), be accepted and approved.

EENPARIG BESLUIT

dat die aansoeke om verlof tot afwesigheid, ontvang vanaf raadslede N Phatsoane (ANC) en MJ Ndaba (ANC), aanvaar en goedgekeur word.

ISIGQIBO SABUCALA

Ukuba isicelo sokungazimasi intlanganiso, esathi safakwa ngucebha uN Patsoane kunye nocebha uMJ Ndaba bobabini ingabe-ANC, samnkelwe kwaye siphunyezwe.

2.2 Confidentiality and Conflict of Interest Declaration (3/2/1)

The Confidentiality and Conflict of Interest Declaration was duly signed by all Councillors. No conflict of interest was declared.

NOTED

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED

**3.1 Gratitude, Congratulations and Commiseration
Waardering, Gelukwensing en Meelewing
(11/4/3)**

Councillor L Hardnek conveyed Council's congratulations to the following Councillors and spouses:

➤ Ms N Ndaba	3 February
➤ Councillor E Sidego	16 February
➤ Mr M Hardnek	18 February
➤ Ms A Daniels	20 February
➤ Alderman H Smit	25 February
➤ Councillor M Ndaba	3 March
➤ Councillor G Laban	19 March
➤ Councillor S de Bruin	30 March

NOTED

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

The Speaker informed the meeting of the following:

- The Local Government Libraries may be collected at the Speaker's office.
- Congratulations and appreciation to the Executive Mayor, Municipal Manager, Director: Finance and Councillors in obtaining the 10th consecutive clean audit.
- Condolences to the bereaved family of the late Ms Miller, a resident and teacher of Ceres.
- Well wishes for a speedy recovery to all those involved in an accident on the Bella Vista road on Saturday.

NOTED

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

The Executive Mayor conveyed well wishes to the Muslim community during the month of Ramadan.

NOTED

3.4 Matters raised by the Municipal Manager

None

NOTED

4. MINUTES

**4.1 Corrections to the minutes
(3/1/2/3)**

None

NOTED

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

The following minutes are attached:

- (a) Council meeting, held on 23 February 2022: **Annexure 4.2(a).**
- (b) Council meeting, held on 26 October 2022: **Annexure 4.2(b).**
- (c) Council meeting, held on 9 November 2022: **Annexure 4.2(c).**
- (d) Council meeting, held on 29 November 2022: **Annexure 4.2(d).**
- (e) Council meeting, held on 6 December 2022: **Annexure 4.2(e).**
- (f) Council meeting, held on 25 January 2023: **Annexure 4.2(f).**
- (g) Council meeting, held on 28 February 2023: **Annexure 4.2(g).**
- (h) Special Council meeting, held on 10 March 2023: **Annexure 4.2(h).**

RESOLVED

- (a) *that the following minutes be held in abeyance to be workshopped:*
 - (i) *Council meeting, held on 23 February 2022.*
 - (ii) *Council meeting, held on 26 October 2022.*
 - (iii) *Council meeting, held on 9 November 2022.*
 - (iv) *Council meeting, held on 29 November 2022.*
- (b) *that the ANC coalition provides extracts of the relevant matters of concern to be workshopped, by Monday, 3 April 2023.*
- (c) *that the following minutes be approved and signed by the Speaker:*
 - (i) *Council meeting, held on 6 December 2022.*
 - (ii) *Council meeting, held on 25 January 2023.*
 - (iii) *Council meeting, held on 28 February 2023.*
 - (iv) *Special Council meeting, held on 10 March 2023.*

**4.3 Outstanding matters
(3/3/2)**

Number	File reference	Heading, item no. and date	Directorate	Action	Progress	Target date
1	15/4/P	Item 8.2.1 of 23-02-2022 Spatial Development Framework: Ceres Priority Focus Area 1	Technical Services	That the matter be held in abeyance for clarification reasons.		
2	7/1/4/1	Item 8.3.1 of 29-11-2022 Proposed erf 2622 for Schoonvlei SMME Business HUB: C/o Bank and Forel Streets, Bella Vista, Ceres	Community Services	That matter be held in abeyance and further information be obtained.	Work in progress.	End of April 2023
3	3/R	Item 8.4.3 of 29-11-2022 Disappearance of Mayoral chain	Corporate Services	That notice be taken of the matter and that a full report be tabled to Council.		30 May 2023

RESOLVED

- (a) *that the matter regarding the Spatial Development Framework be held in abeyance as the Environmental Impact Assessment (EIA) has not been upgraded as yet.*
- (b) *that the matter regarding erf 2622 for the Schoonvlei SMME Business HUB be held in abeyance for further information.*
- (c) *that the matter regarding the Mayoral chain be held in abeyance pending the report from the South African Police Services.*

5. MOTIONS AND NOTICE OF SUGGESTIONS

None

NOTED

6. INTERVIEWS WITH DELEGATIONS

None

NOTED

7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

7.1 Minutes: Committee meetings / Notules: Komiteevergaderings (03/3/2)

The minutes of the following meetings are attached:

- (a) Municipal Public Accounts Committee, held on 9 June 2022:
Annexure 7.1(a).
- (b) Executive Mayoral Committee, held on 22 August 2022:
Annexure 7.1(b).
- (c) Special Executive Mayoral Committee, held on 29 September 2022:
Annexure 7.1(c).
- (d) Executive Mayoral Committee, held on 24 October 2022:
Annexure 7.1(d).

UNANIMOUSLY RESOLVED

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

EENPARIG BESLUIT

dat kennis geneem word van die notules van die Komiteevergaderings en genoemde aanvaar word.

ISIGQIBO SABUCALA

Ukuba kugqalwe imizuzu yentlanganiso yeKomiti kwaye yamkelwe.

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direktooraat Finansies / Directorate Finance

8.1.1 AGSA Audit Report: 2021/2022 (5/14/1/19)

The AGSA Audit Report for 2021/2022 is attached as **annexure 8.1.1**.

Mrs Kalthiema Abrahams of Messrs AGSA made a presentation in respect of the AGSA Audit Report for 2021/2022. The following matters were discussed:

- Unqualified audit report
- Clean audit outcome
- Emphasis on matters
- Material impairments
- Responsibilities of the Accounting Officer
- AGSA congratulated the Witzenberg Municipality on obtaining a 10th consecutive clean audit report.
- The Performance, Risk and Audit Committee congratulated the Municipal Manager and Financial team of the municipality on obtaining a clean audit report.
- The Municipal Manager expressed his gratitude to AGSA, and especially to Mrs Kalthiema Abrahams and Mr Jeremy Kolkota, on obtaining a clean audit report and adding value to Witzenberg Municipality.

The Performance, Risk and Audit Committee resolved on 16 January 2023 to recommend to Council that notice be taken of the AGSA Audit Report for 2021/2022 and same be accepted.

The Executive Mayor conveyed congratulations to the Municipal Manager, Chief Financial Officer, Finance team and Council on obtaining a 10th Clean Audit Report. Councillor J Mouton responded that the ANC coalition is not in agreement, because a clean audit report does not mean that everything is in good order.

RESOLVED

that notice be taken of the AGSA Audit Report for 2021/2022 and same be accepted.

BESLUIT

dat kennis geneem word van die Ouditeur-generaal SA se Ouditverslag vir 2021/2022 en genoemde verslag aanvaar word.

ISIGQIBO

Ukuba kugqalwe ingxelo yoPicotho lwe(AGSA) ka 2021/2022 kwaye yamkelwe.

8.1.2 Finance: Draft Budget 2023/2024, Draft Amended IDP 2023/2024 and Draft Top Layer SDBIP 2023/2024 (5/1/1/22; 2/2/1 & 5/1/5/16)

The following memorandum, dated 17 March 2023, was received from the Director: Finance:

“1. Purpose

The purpose of this report is to table the Draft Budget 2023/2024, Draft Amended IDP 2023/2024 and Draft Top Layer SDBIP 2023/2024 to the Executive Mayor and Council.

2. Legal framework

Section 16 - 18 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) stipulates as follows:

'Annual budgets

16. (1) The council of a municipality must for each financial year approve an annual budget for the municipality before the start of that financial year.
- (2) In order for a municipality to comply with subsection (1), the mayor of the municipality must table the annual budget at a council meeting at least 90 days before the start of the budget year.
- (3) Subsection (1) does not preclude the appropriation of money for capital expenditure for a period not exceeding three financial years, provided a separate appropriation is made for each of those financial years.'

'Contents of annual budgets and supporting documents

17. (1) An annual budget of a municipality must be a schedule in the prescribed format –
- (a) setting out realistically anticipated revenue for the budget year from each revenue source;
- (b) appropriating expenditure for the budget year under the different votes of the municipality;
- (c) setting out indicative revenue per revenue source and projected expenditure by vote for the two financial years following the budget year;
- (d) setting out –
- (i) estimated revenue and expenditure by vote for the current year; and
- (ii) actual revenue and expenditure by vote for the financial year preceding the current year; and

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- (e) a statement containing any other information required by section 215(3) of the Constitution or as may be prescribed.
- (2) An annual budget must generally be divided into a capital and an operating budget in accordance with international best practice, as may be prescribed.
- (3) When an annual budget is tabled in terms of Section 16 (2), it must be accompanied by the following documents:
 - (a) draft resolutions –
 - (i) approving the budget of the municipality;
 - (ii) imposing any municipal tax and setting any municipal tariffs as may be required for the budget year;
 - (iii) approving the budgets for the relevant financial year of each municipal entity under the sole or shared control of the municipality; and
 - (iv) approving any other matter that may be prescribed;
 - (b) measurable performance objectives for each vote in the budget, taking into account the municipality's integrated development plan;
 - (c) a projection of cash flow for the budget year by revenue source, broken down per month;
 - (d) any proposed amendments to the municipality's integrated development plan following the annual review of the integrated development plan in terms of section 34 of the Municipal Systems Act;
 - (e) any proposed amendments to the budget-related policies of the municipality;
 - (f) particulars of the municipality's investments;
 - (g) any prescribed budget information on municipal entities under the sole or shared control of the municipality;
 - (h) particulars of all proposed new municipal entities which the municipality intends to establish or in which the municipality intends to participate;
 - (i) particulars of any proposed service delivery agreements, including material amendments to existing service delivery agreements;
 - (j) particulars of any proposed allocations or grants by the municipality to –
 - (i) other municipalities;
 - (ii) any municipal entities and other external mechanisms assisting the municipality in the exercise of its functions or powers;
 - (iii) any other organs of state;
 - (iv) any organisations or bodies referred to in Section 67(1);
 - (k) the proposed cost to the municipality for the budget year of the salary, allowances and benefits of –
 - (i) each political office-bearer of the municipality;
 - (ii) councillors of the municipality; and

- (iii) the municipal manager, the chief financial officer, each senior manager of the municipality and any other official of the municipality at a remuneration package at least equal to that of a senior manager;
- (l) the proposed cost for the budget year to a municipal entity under the sole or shared control of the municipality of the salary, allowances and benefits of –
 - (i) each member of the entity's board of directors; and
 - (ii) the chief executive officer and each senior manager of the entity; and
- (m) any other supporting documentation as may be prescribed.'

'Funding of expenditures

18. (1) An annual budget may only be funded from –
- (a) realistically anticipated revenues to be collected;
 - (b) cash-backed accumulated funds from previous years' surpluses not committed for other purposes; and
 - (c) borrowed funds, but only for the capital budget referred to in section 17 (2).
- (2) Revenue projections in the budget must be realistic, taking into account –
- (a) projected revenue for the current year based on collection levels to date; and
 - (b) actual revenue collected in previous financial years.'"

The following documents are attached:

- (a) Draft Top Layer SDBIP for 2023/2024: **Annexure 8.1.2(a)**.
- (b) Draft Amended IDP 2023/2024: **Annexure 8.1.2(b)**.
- (c) Draft Budget: 2023/2024 – 2025/2026: **Annexure 8.1.2(c)**.
- (d) Draft Budget Related Policies: 2023/2024: **Annexure 8.1.2(d)**.
- (e) Draft Budget Schedules: 2023/2024 – 2025/2026: **Annexure 8.1.2(e)**.
- (f) Tariff Setting Tool: **Annexure 8.1.2(f)**.

The Executive Mayoral Committee resolved on 27 March 2023 to recommend to Council:

- (a) that Council takes notice of the Draft Budget, the Draft Amended IDP and the Draft Top Layer SDBIP of the Witzenberg Municipality for the financial year 2023/2024 and the indicative budget for the two years 2024/2025 and 2025/2026 that have been tabled by the Executive Mayor in Council.
- (b) that the documents be advertised and made available at all libraries and municipal offices of Council.
- (c) that public meetings be conducted as per the IDP Public Participation Programme.
- (d) that an executive summary in the form of a pamphlet be distributed to households within the Witzenberg municipal area.

UNANIMOUSLY RESOLVED

- (a) that Council takes notice of the Draft Budget, the Draft Amended IDP and the Draft Top Layer SDBIP of the Witzenberg Municipality for the financial year 2023/2024 and the indicative budget for the two years 2024/2025 and 2025/2026 that have been tabled by Alderman JJ Visagie.*
- (b) that the documents be advertised and made available at all libraries and municipal offices of Council.*
- (c) that public meetings be conducted as per the IDP Public Participation Programme.*
- (d) that an executive summary in the form of a pamphlet be distributed to households within the Witzenberg municipal area.*

**8.1.3 Annual Risk Assessment Report: 2022
(2/12/1)**

The Annual Risk Assessment report for 2022, dated June 2022, is attached as **annexure 8.1.3**.

The Performance, Risk and Audit Committee resolved on 9 September 2022 to recommend to Council that notice be taken of the Performance, Risk and Audit Committee's Annual Risk Assessment Report for 2022 and, after consideration, same be accepted.

Council unanimously resolved on 6 December 2022 that the Performance, Risk and Audit Committee's Annual Risk Assessment Report for 2022 be held in abeyance to be workshopped by Council.

UNANIMOUSLY RESOLVED

that notice be taken of the Performance, Risk and Audit Committee's Annual Risk Assessment Report for 2022 and, after consideration, same be accepted.

EENPARIG BESLUIT

dat kennis geneem word van die Prestasie-, Risiko- en Ouditkomitee se Risiko-evalueringsverslag vir 2022 en genoemde verslag, na oorweging, aanvaar word.

Councillor G Laban temporarily left the meeting at 12:48 with permission.

8.1.4 Finance: Proposed amendments to Indigent Policy (5/12/P)

Memorandum from Director: Finance, dated 2 February 2023:

1. Purpose

The purpose of this memorandum is to submit proposed amendments to the Indigent Policy for consideration by Council. The policy is attached as **annexure 8.1.4**.

2. Legal framework

The definition of income as per the Indigent Policy is quoted below for ease of reference:

'All sources of income of a head of the family, and his or her spouse, for example salaries, allowances, pensions, rental and business income not limiting it to the examples mentioned, excluding state child support grants, care dependency grants, foster care grants or maintenance support.'

Paragraph 6 of the Witzenberg Indigent Policy sets out the qualification criteria for indigent households, and is quoted below for ease of reference:

'Assistance is provided to households that meet the criteria as set out in 6.1 and to old age homes that meet the criteria as set out in 6.1.'

6.1 The qualification criteria for urban households in order to receive assistance are as follow:

- 6.1.5 The households joint gross income may not exceed the level of R5,000 per month.

3. Discussion

No expenditure is taken into consideration in determining whether a household qualifies for indigent support or not.

Some households have monthly bond expenditure that reduces their disposable income to be used for living expenditure. This could result in a customer not meeting the current indigent qualification criteria."

The Executive Mayoral Committee resolved on 27 February 2023 to recommend to Council:

The following amendments to the Indigent Policy are recommended:

- (i) The definition of bond expenditure to be added:

"Monthly interest and redemption payments on a bond registered in the name of the head of the family, his or her spouse on condition that the applicant(s) occupies the house."

- (ii) Add paragraph 6.1.5.1

"6.1.5.1 The household income as per paragraph 6.1.5 may be reduced with the monthly bond expenditure."

- (iii) Amend paragraphs 7.1 and 7.2 to the following:

"7.1 Households with a joint monthly gross income less bond cost, not exceeding R3,000.

7.2 Households with a joint monthly gross income less bond cost, between R3,000 and R5,000."

UNANIMOUSLY RESOLVED

- (a) *The following amendments to the Indigent Policy were approved:*

- (i) *The definition of bond expenditure to be added:*

"Monthly interest and redemption payments on a bond registered in the name of the head of the family, his or her spouse on condition that the applicant(s) occupies the house."

- (ii) *Add paragraph 6.1.5.1*

"6.1.5.1 The household income as per paragraph 6.1.5 may be reduced with the monthly bond expenditure."

(iii) *Amend paragraphs 7.1 and 7.2 to the following:*

"7.1 *Households with a joint monthly gross income less bond cost, not exceeding R3,000.*

7.2 *Households with a joint monthly gross income less bond cost, between R3,000 and R5,000."*

(b) *That Administration review the Indigent Policy and add support for rental houses and then report back to Council.*

8.1.5 Finance: Approval of long-term loan (5/4)

A memorandum from the Director: Finance, dated 21 February 2023, is attached as **annexure 8.1.5**.

The Executive Mayoral Committee resolved on 27 February 2023 to recommend to Council that the long-term loan be approved in terms of Section 46 of the Municipal Finance Management Act to finance the construction of both the fence and drop-off transfer stations.

UNANIMOUSLY RESOLVED

that the long-term loan be approved in terms of Section 46 of the Municipal Finance Management Act to finance the construction of both the fence and drop-off transfer stations.

EENPARIG BESLUIT

dat die langtermyn lening goedgekeur word ingevolge Artikel 46 van die Wet op Munisipale Finansiële Bestuur om die konstruksie van beide die heining en aflaai-oorlaaistassies te finansier.

ISIGQIBO SABUCALA

Ukuba imboleko yexesha elide iphunyezwe ngokweCandelo lama 46 lomthetho wokuLawulwa kwezeMali kuMasipala ukuze kuhlawulwe iphulo lokwakhiwa kocingo lokubiya kunye nesikhululo sokulayisha/ukothula.

**8.1.6 Proposed revisions to Service Delivery and Budget Implementation Plan 2022/2023 as per Section 54(1)(C) of Municipal Finance Management Act and relevant Senior Managers' Performance Contracts
(5/1/5/15)**

A memorandum from the Manager: Projects and Performance, dated 15 February 2023, is attached as **annexure 8.1.6**.

The Executive Mayoral Committee resolved on 27 February 2023 to recommend to Council that the adjustments as proposed by the Manager: Projects and Performance, dated 15 February 2023, be approved.

UNANIMOUSLY RESOLVED

that the adjustments as proposed by the Manager: Projects and Performance, dated 15 February 2023, be approved.

EENPARIG BESLUIT

dat die wysigings soos voorgestel deur die Bestuurder: Projekte en Prestasie, gedateer 15 Februarie 2023, goedgekeur word.

ISIGQIBO SABUCALA

Uhlengahlengiso njengesiphakamiso soMphathi: iProjekithi kunye nokuSebenza, yangomhla we-15 kweyoMdumba 2023, ukuze iphunyezwe.

**8.1.7 Finance: Adjustment budget 2021/2022
(5/1/1/20)**

The following documents are attached:

- (a) Memorandum from Director: Finance, dated 12 January 2023: **Annexure 8.1.7(a)**.
- (b) Adjustment budget 2021/2022 to 2023/2024: **Annexure 8.1.7(b)**.
- (c) Budget schedules 2021/2022: **Annexure 8.1.7(c)**.

Council unanimously resolved on 25 January 2023 that the matter in respect of the Adjustment Budget for 2021/2022 be held in abeyance for an investigation and be tabled at the next meeting.

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Further to the last Council meeting, the following extract from the minutes of the Municipal Public Accounts Committee meeting, held on 17 January 2023:

“The Municipal Manager provided information to the Municipal Public Accounts Committee in respect of the process followed with the Annual Report, Financial Statements 2021/2022 as well as the completion of the Draft MPAC Checklist for consideration at the meeting.

The Director: Finance presented the Adjustment Budget for 2021/2022 and highlighted the following:

- The Chief Financial Officer provided clarity with regard to the cost for a rehabilitated landfill site. The municipality did not make provision for the expenditure. In accounting terms called “unauthorised expenditure”. In terms of law must be submitted with the Annual Report.

The Chief Financial Officer mentioned that in terms of the GRAP requirements Council must make provision for the rehabilitation of the landfill site. An expert calculated the cost for the rehabilitation of the site. The cost was calculated in 2020 at R46 million, but increased with more than R50 million and in this financial year under review it increased with a further R52 million. The total cost two years later is R148 million. The cost for rehabilitation increase enormously fast. In the approved budget no proper provision was made for the asset. It was not expected that the cost will amount to R148 million in two years’ time. However, this is only a book entry and not a payment entry. It is still an expenditure for the municipality.

Unfortunately the expenditure was only picked up at the end of the financial year and when the audit report was received. The only way to correct the matter is with the Annual Report. When Council considers the Annual Report they must also consider this matter in the budget report. The recommendation to approve the Adjustment Budget is supported by the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee.

The Municipal Manager mentioned that no official could foresee the matter. It is only due to depreciation.”

The Municipal Public Accounts Committee unanimously resolved on 17 January 2023 to recommend to Council:

- (a) that no official or public office bearer that made, permitted or authorised the unauthorised expenditure acted deliberately or in grossly negligent manner.
- (b) that the municipality has not suffered any loss as a result of the action.
- (c) that the unauthorised expenditure not be recovered from any official or public office bearer, and that the amount be written off.
- (d) that the adjustment budget of Witzenberg Municipality for the financial year 2021/2022 as set out in the budget documents be approved by Council.

Council delegated authority to the Municipal Public Accounts Committee per item 8.1.6 of 30 September 2020, more specifically Section 4.4 of the MPAC Charter, to deal with unauthorised, irregular, fruitless and wasteful expenditure in terms of Section 32 of the Municipal Finance Management Act (MFMA).

The Municipal Public Accounts Committee (MPAC) Charter is attached as **annexure 8.1.7(d)**.

UNANIMOUSLY RESOLVED

- (a) *that Council established an Ad hoc Committee to investigate the possible unauthorised, irregular or fruitless and wasteful expenditure with regard to the rehabilitation of the landfill site.*
- (b) *that the Ad hoc Committee supra consists of:*
 - (i) *Councillor D Swart (DA)*
 - (ii) *Councillor P Daniels (DA)*
 - (iii) *Councillor J Mouton (ANC)*
 - (iv) *Councillor AL Gili (ANC)*
 - (v) *Councillor P Heradien (ICOSA)*

Councillor G Laban joined the meeting again at 14:00.

8.1.8 Finance: Electricity: Cost of Supply and Tariff Study (5/1/1/21)

Memorandum from Director: Finance, date 21 February 2023:

“Purpose

The purpose of this report is to submit a report on the cost of electricity supply to Council for consideration.

Discussion

The purpose of the study is to determine the actual cost of delivering electricity services to different consumer groups and to determine tariffs based on the cost of supply.”

The Electricity: Cost of Supply and Tariff Study is attached as **annexure 8.1.8**.

The Executive Mayoral Committee resolved on 27 February 2023 to recommend to Council that the Electricity: Cost of Supply and Tariff Study be approved and that it be submitted to NERSA for consideration.

Alderman JJ Visagie proposed and Alderman K Adams seconded that the recommendations as stipulated in the agenda be accepted.

Councillor A Gili proposed and Councillor K Yisa seconded that the matter be held in abeyance until the next meeting.

The Speaker called for a vote and the outcomes were:

Proposal	Outcomes of votes
(i) As recommended	13
(ii) Held in abeyance	7
(iii) Votes abstained	1
(iv) Absent	<u>2</u>
Total votes	<u>23</u>

RESOLVED

that the Electricity: Cost of Supply and Tariff Study be approved and that it be submitted to NERSA for consideration.

BESLUIT

dat die Elektrisiteit: Koste van Voorsiening- en Tariefstudie goedgekeur word en aan NERSA voorgelê word vir oorweging.

8.1.9 Implementation of Debt Collection and Credit Control Policy (5/12/P & 5/1/1/21)

A memorandum from the Director: Finance, dated 16 January 2023, is attached as **annexure 8.1.9**.

The Executive Mayoral Committee resolved on 24 January 2023 to recommend to Council that the matter in respect of the implementation of the Debt Collection and Credit Control Policy be held in abeyance in order for the following matters to be workshopped by Council:

- (i) Portion of electricity purchases to be set off against arrear debt. (Auxiliary – 30 %).
- (ii) Installation of pre-paid water meters if other debt collection measures are not successful.

Council unanimously resolved on 25 January 2023:

that the matter in respect of the implementation of the Debt Collection and Credit Control Policy be held in abeyance in order for the following matters to be workshopped by Council:

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- (i) Portion of electricity purchases to be set off against arrear debt. (Auxiliary – 30 %).
- (ii) Installation of pre-paid water meters if other debt collection measures are not successful.

The Executive Mayoral Committee resolved on 27 February 2023 to recommend to Council:

That the following additional credit control steps be implemented:

- (a) Cutting or blocking of electricity
 - (i) Amount equal to two months' debits are payable before restoring connection - (conventional meters).
 - (ii) Portion of electricity purchases to be set off against arrear debt. (Auxiliary – 30 %).
- (b) Indigent households
 - (i) Portion of electricity purchases to be set off against arrear debt. (Auxiliary – 30 %).
 - (ii) Indigent households be moved from conventional electricity to pre-paid electricity.
- (c) Legal collection process
 - (i) Section 129 Notice (in terms of National Credit Act).
 - (ii) Fourteen days later after Section 129 Notice, summons is compiled.
 - (iii) Clerk of the Court issues the summons.
 - (iv) Sheriff of the Court serves the summons on the defendant.

If there is moveable property that can be attached:

- (1) If no payment received on summons - Judgement and Warrant of Execution is issued on movable property.
- (2) Council resolution on process to be followed.
- (3) Instruction to sheriff to attach and remove movable property and to sell the attached property.
- (4) Advertisement in newspaper of intention to sell movable property.

- (5) Sale in execution of attached moveable property by sheriff.

If there is no moveable property that can be attached:

- (1) Report with Nulla Bona on fixed property with municipal value for less than R300 000.00 to Council for write off.
 - (2) Municipal fixed property with value more than R300 000.00, Section 66 application compiled by private external attorney and application to sell immovable property in a sale of execution, brought before court.
 - (3) Council resolution on process to be followed.
 - (4) Advertisement in newspaper by attorney of intention to sell immovable property in local newspaper as well as Government Gazette.
 - (5) Sale in execution of attached immovable property by sheriff.
- (d) Pre-payment water meters
- (i) Installation of pre-paid water meters if other debt collection measures are not successful.
 - (ii) That the water consumption can be limited to a maximum of 200 litres per day (6 kilolitres per month).
- (e) that consumers be notified via their municipal account statements of the consequences of non-payment of their municipal accounts and that 30 % of payments will be allocated towards arrears when payment is made.
- (f) that the above-mentioned steps (a)(ii) and b(ii) be implemented from 1 April 2023 and (d)(i) be implemented from 1 July 2023 respectively.

UNANIMOUSLY RESOLVED

that the matter regarding the implementation of a Debt Collection and Credit Control Policy be held in abeyance until after being workshopped by Council.

EENPARIG BESLUIT

dat die aangeleentheid aangaande die inwerkingstelling van 'n Skuldinvorderings- en Kredietbeheerbeleid oorstaan totdat dit deur die Raad tydens 'n werkswinkel bespreek is.

ISIGQIBO SABUCALA

Ukuba umba ophathelene nokuqokelelwa kwamatyala kunye nomgaqo-nkqubo woLawulo urhoxiswe ukuze iBhunga licweywe kuqala.

8.2 Direkoraat Tegniese Dienste / Directorate Technical Services

8.2.1 Bid 08/2/17/51: Upgrading of Van Breda Bridge and associated roadworks: Extension and variation of contract (08/2/17/51)

A memorandum from the Manager: Streets and Storm Water, dated 18 January 2023, is attached as **annexure 8.2.1**.

The Executive Mayoral Committee resolved on 27 February 2023 to recommend to Council:

- (i) that the Accounting Officer approves the extension of the original contract, in favour of Amandla GCF Construction cc, with an increase of R7 840 000,00 which is 20 % of the original contract, provided that the expenditure is within the available budget of the municipality.
- (ii) that the Accounting Officer recommends to Council the amendment of Contract 08/2/17/51: Upgrading of van Breda Bridge & Associated Roadworks, in favour of Amandla GCF Construction cc, to be expanded by a further 26 % or R10 193 422,68 which is inclusive of 15 % VAT, provided that the expenditure is within the available budget of the municipality.
- (iii) that reasonable notice be given in the local newspaper of the intention to amend the contract.
- (iv) that Council approves the amendment of Contract 08/2/17/51: Upgrading of van Breda Bridge & Associated Roadworks, in favour of Amandla GCF Construction cc, to be expanded by 46 % or R57 236 326,55 in construction cost inclusive of 15 % VAT, provided that the expenditure is within the available budget of the municipality.
- (v) that a dispute be declared against Ingerop South Africa (Pty) Ltd , based on the fact that extension of time claims are to be paid by Witzenberg Municipality, which could have been avoided if all prescribed steps were followed during the design stage.
- (vi) that an additional report be tabled to Council advising Council regarding legal proceedings for the recovery of additional costs created by the consulting engineer, Ingerop SA (Pty) Ltd Consulting Engineer.

UNANIMOUSLY RESOLVED

- (a) *that the Accounting Officer approves the extension of the original contract, in favour of Amandla GCF Construction cc, with an increase of R7 840 000,00 which is 20 % of the original contract, provided that the expenditure is within the available budget of the municipality.*

- (b) *that the Accounting Officer recommends to Council the amendment of Contract 08/2/17/51: Upgrading of van Breda Bridge & Associated Roadworks, in favour of Amandla GCF Construction cc, to be expanded by a further 26 % or R10 193 422,68 which is inclusive of 15 % VAT, provided that the expenditure is within the available budget of the municipality.*
- (c) *that reasonable notice be given in the local newspaper of the intention to amend the contract.*
- (d) *that Council approves the amendment of Contract 08/2/17/51: Upgrading of van Breda Bridge & Associated Roadworks, in favour of Amandla GCF Construction cc, to be expanded by 46 % or R57 236 326,55 in construction cost inclusive of 15 % VAT, provided that the expenditure is within the available budget of the municipality.*
- (e) *that a dispute be declared against Ingerop South Africa (Pty) Ltd, based on the fact that extension of time claims are to be paid by Witzenberg Municipality, which could have been avoided if all prescribed steps were followed during the design stage.*
- (f) *that an additional report be tabled to Council advising Council regarding legal proceedings for the recovery of additional costs created by the consulting engineer, Ingerop SA (Pty) Ltd Consulting Engineer.*

8.2.2 Proposed positions of waste transfer stations (17/3/2)

A memorandum from the Director: Technical Services, dated 14 June 2022, is attached as **annexure 8.2.2**.

The Executive Mayoral Committee resolved on 27 February 2023 to recommend to Council:

- (a) that the following erven be approved for the development and construction of drop-offs / transfer stations as follow:
 - (i) Bella Vista: Option 3 (Erf 8714)
 - (ii) Tulbagh: Option 2 (Open space at back of community hall and library)
 - (iii) Prince Alfred's Hamlet: Option 2 (Erf 1)

- (b) that notice be taken that the erven have to be rezoned to "Authority Use".
- (c) that the Senior Superintendent: Solid Waste and Cleansing Services performs the necessary administrative tasks (obtaining quotations etc.) for the rezoning of the said erven.
- (d) that the Manager: Town Planning and Building Control manages and finalises the rezoning process.
- (e) that a Public Participation Process be followed in respect of the proposed positions of waste transfer stations.

UNANIMOUSLY RESOLVED

that the matter regarding the proposed positions of waste transfer stations be held in abeyance until being workshopped by Council.

EENPARIG BESLUIT

dat die aangeleentheid aangaande die voorgestelde posisies van afval-oorlaaistassies oorstaan totdat dit deur die Raad op 'n werkwinkel bespreek is.

ISIGQIBO SABUCALA

Ukuba umba othe waphakanyiswa ngokuphathelene nesikhululo sokulahlwa kwenkunkuma urhoxiswe ukuze kuqale kucweywe iBhunga.

**8.2.3 Water situation: Witzenberg
(16/2/1/1/1)**

A memorandum from the Director: Technical Services, dated 22 February 2023, is attached as **annexure 8.2.3**.

The Executive Mayoral Committee resolved on 27 February 2023 to recommend to Council that notice be taken of the report regarding the water situation in Witzenberg.

UNANIMOUSLY RESOLVED

that notice be taken of the report regarding the water situation in Witzenberg.

EENPARIG BESLUIT

dat kennis geneem word van die verslag aangaande die watersituasie in Witzenberg.

ISIGQIBO SABUCALA

Ukuba kugqalwe intsindabadala ephathelene nokunqongophala kwamanzi apha eWitzenberg.

8.2.4 Draft Integrated Waste Management Plan (IWMP) for Witzenberg Municipality (17/3/2)

The following documents are attached:

- (a) Memorandum from Senior Superintendent: Solid Waste and Cleansing, dated 12 July 2022: **Annexure 8.2.4(a)**.
- (b) Draft Integrated Waste Management Plan: **Annexure 8.2.4(b)**.

The Committee for Technical Services resolved on 14 March 2023:

- (a) That the Director: Technical Services conduct an on-site inspection at the old landfill site in Ceres regarding the illegal dumping of waste.
- (b) That the Committee for Technical Services recommends to the Executive Mayoral Committee and Council:

that the Integrated Waste Management Plan (IWMP) for Witzenberg Municipality be workshopped by Council.

The Executive Mayoral Committee resolved on 27 March 2023 to recommend to Council that the Draft Integrated Waste Management Plan (IWMP) for Witzenberg Municipality, after being workshopped, be approved.

UNANIMOUSLY RESOLVED

that the Draft Integrated Waste Management Plan (IWMP) for Witzenberg Municipality, after being workshopped, be approved.

EENPARIG BESLUIT

dat die Voorlopige Geïntegreerde Afvalbestuursplan vir Munisipaliteit Witzenberg, nadat dit deur die Raad op 'n werkswinkel bespreek is, goedgekeur word.

8.2.5 Feasibility bridging study for Breede-Berg (Michell's Pass) water transfer scheme (16/2/2)

Memorandum from the Senior Manager: Water and Sewerage, dated 17 March 2022:

"Purpose

The purpose of this memorandum is to inform the Committee for Technical Services regarding the feasibility study being undertaken by the DWS for the **Breede-Berg (Michell's Pass) Water Transfer Scheme**.

Discussion

The Western Cape Water Supply System (WCWSS) currently supplies water to the City of Cape Town, surrounding urban areas and farmers. This scheme is owned and operated by the DWS and CCT. In order to meet the ever growing water requirements, the Western Cape Reconciliation Strategy Study investigated a range of bulk water supply schemes to augment the WCWSS.

In 2008 the DWS commissioned pre-feasibility level investigations into potential development of six surface water options. This study resulted in two schemes being further investigated to feasibility level. The two schemes were:

- Berg River – Voëlvlei Augmentation scheme (BRVAS), which is currently being implemented by the Trans Caledon Tunnel Authority (TCTA); and
- Breede–Berg (Michell's Pass) Transfer Scheme (BBTS), which is being further investigated by means of a Bridging Study.

The proposed BBTS comprises the diversion of winter water by means of a new diversion weir from the upper Breede River (Michell's Pass) at the same site as that of the current Artois Canal diversion. This water will be transferred with a pipeline to the upper reaches of the Klein Berg River, from where water will be conveyed via the existing Klein Berg Canal into the Voëlvlei Dam.

Two alternative schemes were considered to transfer water while also supplying the environmental water requirements (EWR) in the Breede River:

Alternative A involves the diversion of surplus winter water via the proposed weir on the Upper Breede River at Michell's Pass, into a new gravity pipeline. The pipeline will transfer water into the Blousloot stream, which is a tributary of the Klein Berg River. Summer reserve releases are proposed to be supplied from the Koekedouw Dam at Ceres.

Alternative B is similar to Alternative A, but makes provision for a new storage dam on the Boontjies River, a tributary of the Klein Berg River, which allows for the storage of water for water supply to the Artois Canal irrigators and the summer reserve flows for the Upper Breede River downstream of Michell's Pass diversion site.

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Professional service providers (PSP) has been appointed by the DWS to do a bridging study. This study will run from August 2021 and has a contract period of 30 months. Part of this study is a public participation process with all Interested and Affected Parties in the Upper Breede River and will be extended to include parties in the Klein Berg River catchment. The bridging study also aims to thoroughly interrogate all the augmentation options and proposals and unpack these at engagements between stakeholders, DWS and the PSP.

The following documents are attached:

- (a) Feasibility Bridging Study for Breede–Berg (Michell’s Pass) water transfer scheme (Basic Information Document): **Annexure 8.2.5(a)**.
- (b) Feasibility Bridging Study for the proposed Breede–Berg (Michell’s Pass) water transfer scheme (Letter from Department Water and Sanitation): **Annexure 8.2.5(b).**”

The Committee for Technical Services resolved on 14 March 2023 to recommend to the Executive Mayoral Committee and Council:

- (i) that Council takes cognisance of the proposed feasibility bridging study.
- (ii) that Witzenberg Municipality is registered as an Interested and Affected Party (IAP).

The Executive Mayoral Committee resolved on 27 March 2023 to recommend to Council:

- (i) that Council takes cognisance of the proposed feasibility bridging study.
- (ii) that Witzenberg Municipality is registered as an Interested and Affected Party (IAP).
- (iii) that the matter in respect of the Feasibility bridging study for the Breede-Berg (Michell’s Pass) water transfer scheme, after more information has been obtained, be workshopped by Council.

UNANIMOUSLY RESOLVED

- (a) that Council takes cognisance of the proposed feasibility bridging study.*
- (b) that Witzenberg Municipality is registered as an Interested and Affected Party (IAP).*
- (c) that the matter in respect of the Feasibility bridging study for Breede-Berg (Michell’s Pass) water transfer scheme, after more information has been obtained, be workshopped by Council.*

8.2.6 Report regarding current challenges with N'duli main sewer line and possible remedial actions with cost (16/5/3/2)

A memorandum from the Manager: Water and Sewerage, dated 22 April 2022, is attached as **annexure 8.2.6**.

The Committee for Technical Services resolved on 14 March 2023 to recommend to the Executive Mayoral Committee and Council:

- (a) that Council takes notice of the report.
- (b) that the below short-, medium- and long-term interventions with the necessary budget be approved:

Short term

- Daily monitoring and cleaning of the line and manholes. Two EPWP workers have been dedicated to this task and to report blockages immediately.
- Cleaning of the sewer lines and manholes with high pressure vacuum and jetting trucks by external service providers every two months.
- Daily monitoring of the whole area and inspections conducted by foremen three times per day for the area.
- 24 hour response to any blockages reported in the area.

Medium term

- Acquisition of a mobile high pressure jetting machine and vehicle, dedicated to the area, as well as dedicated personnel. Provision to be made on the 2022 / 2023 budget. Estimated cost R 1 200 000.00
- Replacement of manhole covers with lockable covers in the area. Estimated cost R350 000.00

Long-term

- Relocate and upgrade existing sewer line (650m) R2 500 000
- Pipe open storm water trench (600mm x 1000mm) R3 882 000
- Screening and sand traps R1 100 000
- Mechanical equipment for screening structure R1 000 000
- Vandal proof cage for screening structure R250 000
- Storage tank underground (retention) R750 000
- Mechanical equipment to empty storage tank R750 000
- Fence off natural pond R120 000

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Notule: Raadsvergadering 28 Maart 2023

- (c) that professional consulting engineers be appointed to do a proper investigation, design and costing for the preferred interventions.

The Executive Mayoral Committee resolved on 27 March 2023 to recommend to Council:

- (a) that Council takes notice of the report.
- (b) that the below short-, medium- and long-term interventions with the necessary budget be approved:

Short term

- Daily monitoring and cleaning of the line and manholes. Two EPWP workers have been dedicated to this task and to report blockages immediately.
- Cleaning of the sewer lines and manholes with high pressure vacuum and jetting trucks by external service providers every two months.
- Daily monitoring of the whole area and inspections conducted by foremen three times per day for the area.
- 24 hour response to any blockages reported in the area.

Medium term

- Acquisition of a mobile high pressure jetting machine and vehicle, dedicated to the area, as well as dedicated personnel. Provision to be made on the 2022 / 2023 budget. Estimated cost R 1 200 000.00
- Replacement of manhole covers with lockable covers in the area. Estimated cost R350 000.00

Long-term

- Relocate and upgrade existing sewer line (650m)
R2 500 000
- Pipe open storm water trench (600mm x 1000mm)
R3 882 000
- Screening and sand traps
R1 100 000
- Mechanical equipment for screening structure
R1 000 000
- Vandal proof cage for screening structure R250 000
- Storage tank underground (retention) R750 000
- Mechanical equipment to empty storage tank R750 000
- Fence off natural pond R120 000

- (c) that professional consulting engineers be appointed to do a proper investigation, design and costing for the preferred interventions.

UNANIMOUSLY RESOLVED

- (a) *that Council takes notice of the report.*
- (b) *that the below short-, medium- and long-term interventions with the necessary budget be approved:*

Short term

- *Daily monitoring and cleaning of the line and manholes. Two EPWP workers have been dedicated to this task and to report blockages immediately.*
- *Cleaning of the sewer lines and manholes with high pressure vacuum and jetting trucks by external service providers every two months.*
- *Daily monitoring of the whole area and inspections conducted by foremen three times per day for the area.*
- *24 hour response to any blockages reported in the area.*

Medium term

- *Acquisition of a mobile high pressure jetting machine and vehicle, dedicated to the area, as well as dedicated personnel. Provision to be made on the 2022 / 2023 budget. Estimated cost R 1 200 000.00*
- *Replacement of manhole covers with lockable covers in the area. Estimated cost R350 000.00*

Long-term

- *Relocate and upgrade existing sewer line (650m)
R2 500 000*
- *Pipe open storm water trench (600mm x 1000mm)
R3 882 000*
- *Screening and sand traps
R1 100 000*
- *Mechanical equipment for screening structure
R1 000 000*
- *Vandal proof cage for screening structure R250 000*
- *Storage tank underground (retention) R750 000*
- *Mechanical equipment to empty storage tank R750 000*
- *Fence off natural pond R120 000*

- (c) *that professional consulting engineers be appointed to do a proper investigation, design and costing for the preferred interventions.*

**8.2.7 NERSA Electrical Department Compliance Audit 2021/2022
(16/3/4/1)**

The following documents are attached:

- (a) Memorandum from Senior Manager: Electro-Technical Services: **Annexure 8.2.7(a)**.
- (b) Corrective Action Plan (CAP): **Annexure 8.2.7(b)**.
- (c) Letter from NERSA dated 31 May 2022: **Annexure 8.2.7(c)**.
- (d) Final Compliance Audit Report: **Annexure 8.2.7(d)**.
- (e) Email to Chief Financial Officer, dated 21 July 2022: **Annexure 8.2.7(e)**.

It is noted that the audit was commenced during the 2021/2022 financial year, but only completed on 3 June 2022.

The Committee for Technical Services resolved on 14 March 2023 to recommend to the Executive Mayoral Committee and Council:

- (a) that notice be taken of the NERSA Compliance Audit Outcome for the Electrical Department.
- (b) that the proposed Corrective Action Plan be approved by Council and submitted to NERSA.

The Executive Mayoral Committee resolved on 27 March 2023 to recommend to Council:

- (a) that notice be taken of the NERSA Compliance Audit Outcome for the Electrical Department.
- (b) that the proposed Corrective Action Plan be approved by Council and submitted to NERSA.
- (c) that the matter in respect of the NERSA Electrical Department Compliance Audit 2021/2022 be workshopped by Council.

UNANIMOUSLY RESOLVED

- (a) *that notice be taken of the NERSA Compliance Audit Outcome for the Electrical Department.*
- (b) *that the proposed Corrective Action Plan be approved by Council and submitted to NERSA.*

- (c) *that the matter in respect of the NERSA Electrical Department Compliance Audit 2021/2022 be workshopped by Council.*

8.2.8 Witzenberg Municipality: Local Integrated Transport Plan: 2022 until 2027 (16/P)

The following documents are attached:

- (a) Memorandum from Senior Manager: Streets and Storm Water, dated 21 February 2023: **Annexure 8.2.8(a)**.
- (b) Integrated Transport Plan 2022 – 2027: **Annexure 8.2.8(b)**.

The Committee for Technical Services resolved on 14 March 2023 to recommend to the Executive Mayoral Committee and Council that the Witzenberg Local Integrated Transport Plan for 2022 until 2027 be workshopped by Council.

The Executive Mayoral Committee resolved on 27 March 2023 to recommend to Council that the Local Integrated Transport Plan for 2022 until 2027, after being workshopped, be adopted by Council.

UNANIMOUSLY RESOLVED

that the Local Integrated Transport Plan for 2022 until 2027, after being workshopped, be adopted by Council.

EENPARIG BESLUIT

dat die Plaaslike Geïntegreerde Vervoerplan vir 2022 tot 2027 deur die Raad aanvaar word nadat dit tydens 'n werkwinkel bespreek is.

ISIGQIBO SABUCALA

Ukuba isicwangciso seenkonzo zezithuthi zoluntu sika 2022-2027, emveni kocweyo sipasiswe liBhunga.

8.3 Direkoraat Gemeenskapsdienste / Directorate Community Services

8.3.1 Investigation regarding regional graveyard, Ceres Onderzoek met betrekking tot streeksbegraafplaas, Ceres (17/12/1/1)

A report from the Manager: Amenities and Environment, dated 22 November 2022, is attached as **annexure 8.3.1**.

The Executive Mayoral Committee resolved on 28 November 2022 to recommend to Council:

- (a) that notice be taken of the investigation regarding a regional graveyard in Ceres.
- (b) that notice be taken that an application for funding for the infrastructure development of the intended cemetery has already been registered with MIG.

Council unanimously resolved on 6 December 2022 that the matter in respect of a regional graveyard in Ceres be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding a regional graveyard in Ceres be held in abeyance until the next meeting.

EENPARIG BESLUIT

dat die aangeleentheid aangaande 'n streeksbegraafplaas in Ceres oorstaan tot die volgende vergadering.

ISIGQIBO SABUCALA

Ukuba umba ophethelene namangcwaba eNqila eCeres urhoxiselwe intlanganiso ezayo.

8.3.2 Report: Witzenberg Municipality: Disaster Management Framework (17/7/2/1)

A report from the Manager: Disaster Management and Fire Services in respect of the Witzenberg Municipality: Disaster Management Framework is attached as **annexure 8.3.2**.

The Committee for Community Development resolved on 16 March 2023 to recommend to the Executive Mayoral Committee and Council that the Witzenberg Municipality: Disaster Management Framework be workshopped by Council.

The Executive Mayoral Committee resolved on 27 March 2023 to recommend to Council that the Witzenberg Municipality: Disaster Management Framework, after being workshopped, be approved by Council.

UNANIMOUSLY RESOLVED

that the Witzenberg Municipality: Disaster Management Framework, after being workshopped, be approved by Council.

EENPARIG BESLUIT

dat die Rampbestuursraamwerk vir Munisipaliteit Witzenberg deur die Raad aanvaar word nadat dit tydens 'n werkwinkel bespreek is.

ISIGQIBO SABUCALA

Ukuba uMasipala waseWitzenberg: wesiKhokhelo soLawulo lweeNtlekele, emveni kocweyo, uphunyezwe liBhunga.

**8.3.3 Municipal building for rental purposes on erf 5965, Nduli, Ceres, (old Sizamele Crèche)
(7/1/4/1)**

A memorandum from the Acting Manager: Socio-Economic Development, dated 22 November 2022, is attached as **annexure 8.3.3**.

The Committee for Community Development resolved on 16 March 2023 to recommend to the Executive Mayoral Committee and Council that Council's intention to lease the municipal building on erf 5965, Nduli, Ceres, (old Sizamele Crèche) be advertised in the local newspaper to obtain applications from interested Non-Governmental Organisations.

The Executive Mayoral Committee resolved on 27 March 2023 to recommend to Council that Council's intention to lease the municipal building on erf 5965, Nduli, Ceres, (old Sizamele Crèche) be advertised in the local newspaper to obtain applications from interested Non-Governmental Organisations.

UNANIMOUSLY RESOLVED

that Council's intention to lease the municipal building on erf 5965, Nduli, Ceres, (old Sizamele Crèche) be advertised in the local newspaper to obtain applications from interested Non-Governmental Organisations.

EENPARIG BESLUIT

dat die Raad se voorneme om die munisipale gebou op erf 5965, Nduli, Ceres (voormalige Sizamele Crèche) te verhuur, in die plaaslike koerant geadverteer word om aansoeke van geïnteresseerde Nie-Regeringsorganisasies te bekom.

ISIGQIBO SABUCALA

Ukuba injongo kaMasipala yokuqashisa kweSiza unombolo 5965 eNduli, Ceres (kwiNdawo eyayisakubizwa ngeSizamele Creche), ukuba ipapashwe kwiphephandaba lalapha amaQumrhu oluntu angenzi nzuzo anomdla akwazi ukwenza izicelo.

8.4 Direkoraat Korporatiewe Dienste / Directorate Corporate Services

8.4.1 Performance, Risk and Audit Committee: Reconsidering appointment of PRAC member (5/14/4)

Report from the Head: Internal Audit, dated 6 February 2023:

“Council unanimously resolved on 29 November 2022:

- (a) that appreciation be expressed towards Mr S Redelinghuys for the six years served on the Performance, Risk and Audit Committee and the contributions made.
- (b) that the appointment of Mr J George for a further one-year term be approved.
- (c) that the following three members be appointed:
 - (i) Jacobus Johannes Swarts
 - (ii) Rowan Graham Nicholls
 - (iii) Jacqueline Lapoorta”

Before the letter to Mr Rowan Graham Nicholls on his appointment to the Performance, Risk and Audit Committee was sent, it was noted that he is a member of more than two local government audit committees. Under National Treasury Circular 65 and the Council-approved Performance, Risk and Audit Committee Charter, this is disallowed.

Mr Nicholls’s CV is attached as **annexure 8.4.1.**”

The Executive Mayoral Committee resolved on 27 February 2023 to recommend to Council that Council reconsiders and approves that Mr Nicholls is not appointed and that the Municipal Manager be mandated to advertise for the appointment of a Performance, Risk and Audit Committee member.

UNANIMOUSLY RESOLVED

that Council approves that Mr Nicholls is not appointed and that the Municipal Manager be mandated to advertise for the appointment of a Performance, Risk and Audit Committee member.

EENPARIG BESLUIT

dat die Raad goedkeur dat mnr Nichols nie aangestel word nie en dat volmag aan die Munisipale Bestuurder verleen word om te adverteer vir die aanstelling van 'n lid in die Prestasie-, Risiko- en Ouditkomitee.

ISIGQIBO SABUCALA

Ukuba iBhunga lithi liphumeze into yokuba uMnu Nicholls akangoMqashwa koko uMlawuli-Masipala agunyaziswe ukuba apapashe esisithuba, sendlela Yokusebenza, uMngcipheko neKomiti yoPicotho.

8.4.2 Minutes/Summary of Outcomes: SALGA Working Group meetings (12/1/1/11)

The following minutes/Summary of Outcomes of SALGA Working Group meetings are attached:

- (a) Joint Electricity and Energy Provision and Public Works and Water and Sanitation Working Group: **Annexure 8.4.2(a).**
- (b) Municipal Capabilities and Institutional Resilience Working Group: **Annexure 8.4.2(b).**
- (c) Human Settlements Urban Agenda Working Group: **Annexure 8.4.2(c).**
- (d) Municipal Finance and Fiscal Policy Working Group: **Annexure 8.4.2(d).**
- (e) Health Working Group: **Annexure 8.4.2(e).**
- (f) Community Development and Security Working Group: **Annexure 8.4.2(f).**
- (g) Public Transport and Roads and Environmental Management Climate and Resilience Joint Working: **Annexure 8.4.2(g).**
- (h) Governance and Intergovernmental Relations Working Group: **Annexure 8.4.2(h).**

UNANIMOUSLY RESOLVED

that notice be taken of the minutes and Summary of Outcomes of the SALGA Working Group meetings.

EENPARIG BESLUIT

dat kennis geneem word van die notules en Opsomming van Uitkoms van die SALGA Werks-groepe-vergaderings.

ISIGQIBO SABUCALA

Ukuba kugqalwe isishwankathelo semizuzu yeziphumo zeeNtlanganiso zikaSALGA.

8.4.3 Witzenberg Communication Strategy: 2023 – 2026 (6/2/4)

Memorandum from Manager: Communication and Marketing, dated 2 February 2023:

1. Purpose

To present the revised Communication Strategy to Council for approval and adoption. The Communication Strategy for 2023 until 2026 is attached as **annexure 8.4.3**.

2. Discussion

The draft document was revised in collaboration with GCIS and the Western Cape Government's Communication Department. The existing policy is still applicable, with minor changes and updates made to current situation, challenges and communication needs.

The following are highlighted:

- Accounting Officer is the official spokesperson of the municipality;
- Political communications should reside with the Office of the Mayor;
- Strategic communications should reside with the Office of the Municipal Manager; and
- Operational communications should reside with the responsible Director: Corporate Services;
- Turnaround time for official media enquiries received is 48 hours for comment to meet deadline;
- Permission is to be requested from the Accounting Officer for the use of the municipal logo;
- All existing staff to play their part in Communications;
- Unit structure and capacity;
- Adequate budget to roll out initiatives and operations;
- Internal isiXhosa Translator/interpreter appointed;
- Communication methods used to communicate;
- Marketing and branding."

The Executive Mayoral Committee resolved on 27 March 2023 to recommend to Council:

- (a) that the revised Communication Strategy for the period 2023 until 2026 be approved and adopted by Council as the communication blue print for all corporate communication needs.
- (b) that the matter in respect of the revised Communication Strategy for the period 2023 until 2026 be workshopped by Council.

UNANIMOUSLY RESOLVED

- (a) *that the revised Communication Strategy for the period 2023 until 2026 be approved and adopted by Council as the communication blue print for all corporate communication needs.*
- (b) *that the matter in respect of the revised Communication Strategy for the period 2023 until 2026 be workshopped by Council.*

EENPARIG BESLUIT

- (a) *dat die hersiene Kommunikasiestrategie vir die tydperk 2023 tot 2026 goedgekeur en aanvaar word deur die Raad as die kommunikasie bloudruk vir alle korporatiewe kommunikasiebehoeftes.*
- (b) *dat die aangeleentheid aangaande die hersiene Kommunikasiestrategie vir die tydperk 2023 tot 2026 tydens 'n werkswinkel deur die Raad bespreek word.*

ISIGQIBO SABUCALA

- (a) *Ukuba ubuciko bonxibelelwano oluhloliweyo kwixesha lonyaka ka2023 ukuya ku2026 buphunyezwe kwaye bupasiswe liBhunga kulungiselelwa imfuno zonxibelelwano olumanyanisiweyo.*
- (b) *Ukuba lombha ophathelene nobuciko bonxibelelwano obuhloliweyo kunyaka ka2023 ukuya ku2026 kwenziwe uCweyo liBhunga.*

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA

None

NOTED

10. FORMAL AND STATUTORY MATTERS

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

None

NOTED

11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS

- Councillor P Heradien enquired about the turnaround time to repair a streetlight as the streetlight in Angelier Street, Wolseley has not been working for four days despite being reported.
- Councillor J Mouton mentioned that the schools will be closing soon and that most people will be travelling during this Holy month; therefore wishing all save travel mercies and a well-deserved restful period for teachers. Best wishes are also conveyed to the Executive Mayor, Deputy Executive Mayor, Municipal Manager, Law Enforcement and medical personnel during the Easter period.
- Councillor J Cloete conveyed Council's congratulations to the Bella Vista Rugby Club who was nominated to participate in the Easter Tournament.
- Councillor K Yisa mentioned that a successful Top 8 soccer tournament was held on 25 February 2023 at the Lyell Street sports field in Ceres. He requested that the municipality supports all sport codes in Witzenberg and not only rugby.
- Councillor K Yisa requested that the municipality attends to the large number of potholes in all municipal areas.

NOTED

12. COUNCIL-IN-COMMITTEE