

**MINUTES OF THE HYBRID COUNCIL MEETING OF WITZENBERG MUNICIPALITY,
HELD VIRTUALLY AND IN THE TOWN HALL, VOORTREKKER STREET, CERES ON
WEDNESDAY, 29 OCTOBER 2025 AT 10:00**

**NOTULE VAN DIE HIBRIEDE RAADSVERGADERING VAN MUNISIPALITEIT
WITZENBERG, GEHOU AANLYN EN IN DIE STADSAAL, VOORTREKKERSTRAAT,
CERES OP WOENSDAG, 29 OKTOBER 2025 OM 10:00**

PRESENT

Councillors

Alderlady EM Sidego (DA) (Speaker)
Councillor TE Abrahams (DA) (Executive Mayor)
Councillor JF Nel (ICOSA) (Executive Deputy Mayor)
Alderman K Adams (DA)
Councillor WJ Alexander (PA)
Councillor P Daniels (DA)
Councillor S de Bruin (DA)
Councillor GJ Franse (DA)
Councillor JP Fredericks (FF Plus)
Councillor AL Gili (ANC)
Councillor GG Laban (Witzenberg Aksie)
Councillor JS Mouton (ANC)
Councillor N Phatsoane (ANC)
Councillor KA Robyn (GOOD)
Councillor J Rooi (Witzenberg Party)
Alderman HJ Smit (DA)
Alderman D Swart (DA)
Councillor IL Swartz (EFF)
Alderman JJ Visagie (DA)
Councillor K Yisa (ANC) (Virtual attendance)
Councillor J Zalie (ANC)

Officials

Mr D Nasson (Municipal Manager)
Mr HJ Kritzinger (Director: Finance)
Mr JA Steyn (Director: Technical Services)
Mr S Swartz (Director: Community Services)
Mr M Mpeluza (Director: Corporate Services)
Ms L Nieuwenhuis (Senior Manager: Legal Services)
Mr A Hofmeester (Manager: IDP)
Ms G Baatjies (Media Liaison Officer)
Ms M Arendse-Smith (Acting Manager: Administration)
Mr R Rhode (ICT Administrator)
Mr J Pieterse (Senior ICT Officer)
Mr T McClune (Intern: Administration)
Ms J du Toit (Intern: Administration)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Speaker welcomed everyone present and requested Councillor G Laban to open the meeting with prayer.

Die Speaker verwelkom almal teenwoordig en versoek raadslid G Laban om die vergadering met gebed te open.

NOTED / AANGETEKEN

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

**2.1 Consideration of application for leave of absence
Aansoeke om verlof tot afwesigheid
(3/1/2/1)**

Written applications for leave of absence from the meeting were received from Councillors M Ndaba and N Nogcinisa.

UNANIMOUSLY RESOLVED

that the applications for leave of absence from the meeting, received from Councillors M Ndaba and N Nogcinisa, be approved and accepted.

EENPARIG BESLUIT

dat die aansoeke om verlof tot afwesigheid van die vergadering, ontvang vanaf raadslede M Ndaba en N Nogcinisa, goedgekeur en aanvaar word.

**2.2 Confidentiality and Conflict of Interest Declaration
Vertroulikheid en Botsing van Belange Verklaring
(3/2/1)**

No conflict of interest was declared.
Geen botsing van belange was verklaar nie.

NOTED / AANGETEKEN

**2.3 Consideration of application for leave of absence: Council meeting
30 July 2025
Aansoeke om verlof tot afwesigheid: Raadsvergadering 30 Julie 2025
(3/1/2/1)**

Verbal applications for leave of absence from the meeting were received from Councillors' GG Laban; N Phatsoane; K Yisa and Executive Deputy Mayor, Councillor J Nel.

Council resolved on 30 July 2025 that the applications for leave of absence from the meeting, received from Councillors GG Laban; N Phatsoane; K Yisa and Executive Deputy Mayor, Councillor JF Nel, be held in abeyance until the next Council meeting for the submission and consideration of the written applications for leave of absence.

An application for leave of absence from Councillor JF Nel for the Council meeting, held on 30 July 2025, is attached as **annexure 2.3**.

UNANIMOUSLY RESOLVED

- (a) *that the written application for leave of absence, received from Councillor JF Nel for the Council meeting held on 30 July 2025, be approved and accepted.*
- (b) *that the applications for leave of absence from the meeting, received from Councillors GG Laban; N Phatsoane and K Yisa, be held in abeyance for investigation.*

EENPARIG BESLUIT

- (a) *dat die geskrewe aansoek om verlof tot afwesigheid, ontvang vanaf raadslid JF Nel vir die raadsvergadering gehou op 30 Julie 2025, goedgekeur en aanvaar word.*
- (b) *dat die aansoeke om verlof tot afwesigheid van die vergadering, ontvang vanaf raadslede GG Laban; N Phatsoane en K Yisa, oorstaan vir ondersoek.*

**2.4 Application for leave of absence: Council workshop 29 July 2025:
Councillor JF Nel
Aansoek om verlof tot afwesigheid: Raad se werkswinkel 29 Julie 2025:
Raadslid JF Nel
(3/1/2/1)**

A written application for leave of absence was received from Councillor JF Nel for the Council workshop, held on 29 July 2025. **Annexure 2.3** is also applicable to this item.

UNANIMOUSLY RESOLVED

that the application for leave of absence, received from Councillor JF Nel for the workshop held on 29 July 2025, be approved and accepted.

EENPARIG BESLUIT

dat die aansoek om verlof tot afwesigheid, ontvang vanaf raadslid JF Nel vir die werkswinkel gehou op 29 Julie 2025, goedgekeur en aanvaar word.

2.5 Consideration of application for leave of absence: Special Council meeting 27 August 2025: Councillor J Zalie
Aansoek om verlof tot afwesigheid: Spesiale Raadsvergadering 27 Augustus 2025: Raadslid J Zalie
(3/1/2/1)

A verbal application for leave of absence from the meeting was received from Councillor J Zalie.

Council resolved on 27 August 2025 that the application for leave of absence from the meeting, received from Councillor J Zalie, be held in abeyance until the next Council meeting for the submission and consideration of the written application for leave of absence.

UNANIMOUSLY RESOLVED

that the application for leave of absence, received from Councillor J Zalie for the Special Council meeting held on 27 August 2025, be held in abeyance for further investigation.

EENPARIG BESLUIT

dat die aansoek om verlof tot afwesigheid, ontvang vanaf raadslid J Zalie vir die Spesiale Raadsvergadering gehou op 27 Augustus 2025, oorstaan vir verdere ondersoek.

2.6 Consideration of application for leave of absence: Special Council meeting 29 September 2025: Councillor J Zalie
Aansoek om verlof tot afwesigheid: Spesiale Raadsvergadering 29 September 2025: Raadslid J Zalie
(3/1/2/1)

Council J Zalie was absent without apology from the virtual Special Council meeting, held on 29 September 2025.

A written application for leave of absence from the meeting was received from Councillor Zalie on 30 September 2025. The document is attached as **annexure 2.6**.

UNANIMOUSLY RESOLVED

(a) that the non-compliance with the Rules of Order for meetings be condoned due to the special circumstances at the time of the meeting.

(b) that the application for leave of absence, received from Councillor J Zalie for the Special Council meeting held on 29 September 2025, be approved and accepted.

EENPARIG BESLUIT

- (a) *dat die nie-nakoming van die Ordereëls vir vergaderings oorgesien word weens die spesiale omstandighede tydens die vergadering.*
- (b) *dat die aansoek om verlof tot afwesigheid, ontvang vanaf raadslid J Zalie vir die Spesiale Raadsvergadering gehou op 29 September 2025, goedgekeur en aanvaar word.*

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED MEDEDELINGS, AANKONDIGINGS OF SAKE GEOPPER

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

Councillor W Alexander conveyed Council's congratulations to the following Councillors and spouses on their birthdays:

❖	Councillor J Mouton	8 September
❖	Ms S Nel	8 September
❖	Ms C Laban	12 September
❖	Ms L Smit (Visagie)	24 September
❖	Alderman D Swart	30 September
❖	Councillor T Abrahams	6 October
❖	Alderman J Visagie	17 October
❖	Ms K Swart	20 October

NOTED

3.2 Matters raised by the Speaker / Sake deur die Speaker geopper (09/1/1)

The Speaker conveyed the following to the meeting:

- that Councillors be informed of the status regarding the request for T-shirts or jackets for Councillors.
- Councillors attending training sessions are representatives of Witzenberg and should always exude utmost decorum.
- Ward Councillors participated in a Public Participation Process, after which SALGA has submitted the final document. Ward Councillors are encouraged to table the document at the next Ward Committee meeting for discussion.
- Well wishes are conveyed to the Matric Students for the upcoming exams and may all the hard work and dedication pay off.

- Saddened by the loss of a 16-year-old in Tulbagh, Ms E Hanse, and noted that the youth are exposed to various forms of pressures, especially during the exams. For this reason, the meeting was requested to observe a moment of silence for all those who have lost their lives during this time.

NOTED.

3.3 Matters raised by the Executive Mayor
Sake deur die Uitvoerende Burgemeester geopper
(09/1/1)

The Executive Mayor conveyed the following:

- On behalf of the office of the Executive Mayor and Coalition, condolences to all those who have lost their loved ones since the last Council meeting.
- A warm welcome to the newly appointed Director: Technical Services and wish him a pleasant and productive stay.
- Reminder to all Councillors that Councillors are expected to act in an ethical and respectful manner at all times. This is a matter of priority and also driven by the Department of Cooperative Governance. It is also noted that the Executive Mayor is not responsible for the misbehaviour of any Councillor.
- The digitization of certain processes within the municipality is noted and despite challenges, striving to digitize the indigent processes. Councillors are requested to encourage residents to apply for indigent grants.

NOTED.

3.4 Matters raised by the Municipal Manager
Sake deur die Munisipale Bestuurder geopper

The Municipal Manager informed the meeting of the following:

- that the matter of the T-shirts and jackets for Councillors are in process and a follow-up will be made in this regard.
- that with reference to tools of trade, Councillors requiring new devices are to engage with the Director: Finance with their respective motivations. Thereafter, a report will be submitted to the Western Cape Local Government MEC, on behalf of the Councillors, for approval as per the government notice on the Determination of Upper Limits of Salaries, Allowances and Benefits of different members of Municipal Councils requirement that the tools of trade to a Councillor is subject to concurrence by the MEC for the purchase of devices free of any cost.

NOTED / AANGETEKEN

4. MINUTES / NOTULES

**4.1 Corrections to the minutes / Wysigings aan die notule
(3/1/2/3)**

None / Geen

NOTED / AANGETEKEN

**4.2 Matters arising from the minutes
(3/1/2/3)**

None / Geen

NOTED / AANGETEKEN

**4.3 Approval of minutes / Goedkeuring van notules
(3/1/2/3)**

The following minutes are attached:

- (a) Council meeting, held on 30 July 2025: **Annexure 4.3(a)**.
- (b) Special Council meeting, held on 27 August 2025: **Annexure 4.3(b)**.
- (c) Special Council meeting, held on 29 September 2025: **Annexure 4.3(c)**.

UNANIMOUSLY RESOLVED

That the following minutes be approved by Council and signed by the Speaker:

- (i) Council meeting, held on 30 July 2025.*
- (ii) Special Council meeting, held on 27 August 2025.*
- (iii) Special Council meeting, held on 29 September 2025.*

EENPARIG BESLUIT

Dat die volgende notules deur die Raad goedgekeur en deur die Speaker onderteken word:

- (i) Raadsvergadering, gehou op 30 Julie 2025.*
- (ii) Spesiale Raadsvergadering, gehou op 27 Augustus 2025.*
- (iii) Spesiale Raadsvergadering, gehou op 29 September 2025.*

**5. MOTIONS AND NOTICE OF SUGGESTIONS
MOSIES EN KENNISGEWING VAN VOORSTELLE**

None / Geen

NOTED / AANGETEKEN

**6. INTERVIEWS WITH DELEGATIONS
ONDERHOUDE MET AFVAARDIGINGS**

None / Geen

NOTED / AANGETEKEN

7. DELEGATED POWERS / GEDELEGEERDE BEVOEGDHEDE

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

The minutes of the following meetings are attached:

- (a) Committee for Local Economic Development and Tourism, held on 21 November 2024: **Annexure 7.1(a)**.
- (b) Committee for Community Development, held on 13 March 2025: **Annexure 7.1(b)**.
- (c) Executive Mayoral Committee, held on 20 May 2025: **Annexure 7.1(c)**.
- (d) Executive Mayoral Committee, held on 27 May 2025: **Annexure 7.1(d)**.
- (e) Committee for Housing Matters, held on 29 May 2025: **Annexure 7.1(e)**.
- (f) Committee for Housing Matters, held on 19 June 2025: **Annexure 7.1(f)**.
- (g) Municipal Public Accounts Committee, held on 10 April 2025: **Annexure 7.1(g)**.
- (h) Committee for Technical Services, held on 10 June 2025: **Annexure 7.1(h)**.
- (i) Committee for Local Economic Development and Tourism, held on 12 June 2025: **Annexure 7.1(i)**.
- (j) Performance, Risk and Audit Committee, held on 17 January 2025: **Annexure 7.1(j)**.

- (k) Performance, Risk and Audit Committee, held on 31 January 2025: **Annexure 7.1(k).**
- (l) Performance, Risk and Audit Committee, held on 26 August 2025: **Annexure 7.1(l).**
- (m) Special Committee for Housing Matters, held on 20 May 2025: **Annexure 7.1(m).**
- (n) Committee for Corporate and Financial Services, held on 24 June 2025: **Annexure 7.1(n).**
- (o) Committee for Housing Matters, held on 24 July 2025: **Annexure 7.1(o).**
- (p) Special Committee for Housing Matters, held on 6 August 2025: **Annexure 7.1(p).**
- (q) Committee for Corporate and Financial Services, held on 16 September 2025: **Annexure 7.1(q).**
- (r) Committee for Community Development, held on 9 September 2025: **Annexure 7.1(r).**

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.

8. RESERVED POWERS GERESERVEERDE BEVOEGDHEDE

8.1 Directorate Finance / Direktooraat Finansies

**8.1.1 Section 71 Monthly Budget Statement Reports of the Directorate Finance:
July, August and September 2025**
**Artikel 71 Maandelikse Begrotingsverslag van Direktooraat Finansies:
Julie, Augustus en September 2025**
(9/1/2/2)

The following Section 71 Monthly Budget Statement Reports of the Directorate Finance are attached:

- (a) July 2025 **Annexure 8.1.1(a).**
- (b) August 2025 **Annexure 8.1.1(b).**
- (c) September 2025 **Annexure 8.1.1(c)**

Note: The Section 71 Report for July 2025 was tabled to the Committee for Corporate and Financial Services on 16 September 2025. Notice was taken of the report and there were no comments to Council.

The Section 71 Reports for July and August 2025 were tabled to the Performance, Risk and Audit Committee on 2 October 2025. Notice was taken of the reports and there were no comments to Council.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for July, August and September 2025.
- (b) that the Section 71 Reports for July and August 2025 be referred to the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.
- (c) that the Section 71 Monthly Budget Statement Report of the Directorate Finance for August 2025 be referred to the Committee for Corporate and Financial Services to take notice or to advise Council if deemed necessary.
- (d) that the Section 71 Monthly Budget Statement Report of the Directorate Finance for September 2025 be referred to the Committee for Corporate and Financial Services, the Municipal Public Accounts Committee and the Performance, Risk and Audit Committee to take notice or to advise Council if deemed necessary.

UNANIMOUSLY RESOLVED

- (a) *that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for July, August and September 2025.*

- (b) *that the Section 71 Reports for July and August 2025 be referred to the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.*
- (c) *that the Section 71 Monthly Budget Statement Report of the Directorate Finance for August 2025 be referred to the Committee for Corporate and Financial Services to take notice or to advise Council if deemed necessary.*
- (d) *that the Section 71 Monthly Budget Statement Report of the Directorate Finance for September 2025 be referred to the Committee for Corporate and Financial Services, the Municipal Public Accounts Committee and the Performance, Risk and Audit Committee to take notice or to advise Council if deemed necessary.*

8.1.2 Supply Chain Management: Paragraph 7(2) Annual Report: Implementation of Supply Chain Management Policy: 2024/2025 (9/1/2/2)

A report from the Manager: Supply Chain, dated 18 July 2025, is attached as **annexure 8.1.2**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council that notice be taken of the Paragraph 7(2) Annual Report on the Implementation of the Supply Chain Management Policy for 2024/2025.

UNANIMOUSLY RESOLVED

that notice be taken of the Paragraph 7(2) Annual Report on the Implementation of the Supply Chain Management Policy for 2024/2025.

EENPARIG BESLUIT

dat kennis geneem word van die Paragraaf 7(2) Jaarverslag van die Implementering van die Voorsieningskanaalbestuursbeleid vir 2024/2025.

8.1.3 Finance: Writing off of interest and arrear monies: Indigent household debt (5/12/1/3)

A memorandum from the Director: Finance, dated 21 October 2025, is attached as **annexure 8.1.3**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) That the indigent debt to the value of R10 642 540.68 plus the debits raised till date of write-off be written off.

- (b) that the credit electricity meters of indigent households be replaced with prepaid meters.
- (c) that the Municipality's Credit Control and Debt Collection Policy be implemented in respect of all debt incurred after the write-off even if the household is indigent.

Councillor JP Fredericks proposed and Councillor GJ Franse seconded that the recommendations from (a) to (c) be approved.

Councillor AL Gili counter proposed and Councillor J Mouton seconded that the item be held in abeyance for a Public Participation Process to be followed.

The Speaker called for a vote and the outcomes were as follows:

- | | |
|-------------------------------------------------------------------------------------------------|----------|
| • Proposal: Recommendations to be accepted
(Councillors JP Fredericks and GJ Franse) | 12 |
| • Counter proposal: Matter to be held in abeyance for PPP
(Councillors AL Gili and J Mouton) | 7 |
| • Votes abstained | 1 |
| • Absentees | <u>3</u> |

TOTAL **23**

RESOLVED

- (a) *That the indigent debt to the value of R10 642 540.68 plus the debits raised till date of write-off be written off.*
- (b) *that the credit electricity meters of indigent households be replaced with prepaid meters.*
- (c) *that the Municipality's Credit Control and Debt Collection Policy be implemented in respect of all debt incurred after the write-off even if the household is indigent.*

8.1.4 Amendment of Preferential Procurement Policy (8/1/P)

The following documents are attached:

- (a) Memorandum from Director: Finance, dated 25 September 2025: **Annexure 8.1.4(a)**.
- (b) Preferential Procurement Policy: **Annexure 8.1.4(b)**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

that the Preferential Procurement Policy be amended by replacing the current definitions of locality and proof of locality with the following definitions:

" 'Locality' means the suppliers and/or service providers that has its registered office within the municipal area or the district area where the municipality is located or the province where the municipality is located.

'Registered office' means the office of a company registered as required by Section 23 of the Companies Act (71 of 2008) and for a sole proprietorship it shall be the proven residential address of the owner or majority partner of the business (determined through any one of the following: municipal account address, bank account address or SARS address confirmation for a sole proprietorship. If any of the municipal account address, bank account address or SARS address differs, as included in the bidders' submission, the furthest address from our municipal main office shall be regarded as the registered office)."

UNANIMOUSLY RESOLVED

that the Preferential Procurement Policy be amended by replacing the current definitions of locality and proof of locality with the following definitions:

" 'Locality' means the suppliers and/or service providers that has its registered office within the municipal area or the district area where the municipality is located or the province where the municipality is located.

'Registered office' means the office of a company registered as required by Section 23 of the Companies Act (71 of 2008) and for a sole proprietorship it shall be the proven residential address of the owner or majority partner of the business (determined through any one of the following: municipal account address, bank account address or SARS address confirmation for a sole proprietorship. If any of the municipal account address, bank account address or SARS address differs, as included in the bidders' submission, the furthest address from our municipal main office shall be regarded as the registered office)."

8.1.5 Finance: Approval of long-term loan **Finansies: Goedkeuring van langtermyn lening** **(8/2/22/17)**

Council unanimously resolved on 30 July 2025 that the long-term loan be approved in terms of Section 46 of the Municipal Finance Management Act (Act 56 of 2003) to finance capital projects.

Memorandum from Director: Finance, dated 27 August 2025:

“Purpose

The purpose of this report is to seek Council’s approval to amend the resolution taken on 30 July 2025 by adding that the Municipal Manager and Chief Financial Officer are authorised to sign the relevant agreement.

Discussion

Council unanimously resolved on 30 July 2025 that the long-term loan be approved in terms of Section 46 of the Municipal Finance Management Act (Act 56 of 2003) to finance capital projects.

The bank indicated that the approved resolution is not acceptable evidence for their purposes and requested an amendment to stipulate who are the authorised officials to sign the agreement on behalf of the municipality.

The following request was received from the bank:

‘Extract of minutes on your letterhead clearly indicating who the “authorised persons” and “signatories” should be, as well as how the signing powers should be (separately or jointly).’ “

UNANIMOUSLY RESOLVED

- (a) *that the long-term loan from Nedbank to the value of R25 million be approved in terms of Section 46 of the Municipal Finance Management Act (Act 56 of 2003) to finance capital projects.*
- (b) *that Mr D Nasson, the Accounting Officer, and Mr HJ Kritzinger, the Chief Financial Officer, be authorised to sign all the relevant documents.*

EENPARIG BESLUIT

- (a) *dat die Nedbank lantermynlening ter waarde van R25 miljoen rand goedgekeur word ingevolge Artikel 46 van die Wet op Munisipale Finansiële Bestuur (Wet 56 van 2003) om kapitaalprojekte te finansier.*
- (b) *dat volmag verleen word aan mnr. D Nasson, die Rekenpligtige Beampte, en mnr. HJ Kritzinger, die Hoof Finansiële Beampte, om alle tersaaklike dokumente te onderteken.*

8.1.6 Annual Risk Assessment Report: 2024
(2/12/1)

The Annual Risk Assessment Report for 2024, is attached as **annexure 8.1.6**.

The Performance, Risk and Audit Committee resolved on 2 October 2025 to recommend to Council that notice be taken of the Performance, Risk and Audit Committee's Annual Risk Assessment Report for 2024 and, after consideration, same be accepted.

UNANIMOUSLY RESOLVED

that notice be taken of the Performance, Risk and Audit Committee's Annual Risk Assessment Report for 2024 and, after consideration, same be accepted.

EENPARIG BESLUIT

dat kennis geneem word van die Jaarlikse Risiko-Assesseringsverslag van die Prestasie-, Risiko- en Ouditkomitee en, na oorweging, genoemde aanvaar word.

8.1.7 PRAC Charter with effect from 1 July 2025
(5/14/4)

The Performance, Risk and Audit Committee Charter with effect from 1 July 2025 is attached as **annexure 8.1.7**.

The Performance, Risk and Audit Committee resolved on 2 October 2025 to recommend to Council that notice be taken of the Performance, Risk and Audit Committee Charter with effect from 1 July 2025 and, after consideration, same be approved.

UNANIMOUSLY RESOLVED

that notice be taken of the Performance, Risk and Audit Committee Charter with effect from 1 July 2025 and, after consideration, same be approved.

EENPARIG BESLUIT

dat kennis geneem word van die Prestasie-, Risiko en Ouditkomitee Handves met ingang van 1 Julie 2025 en, na oorweging, genoemde aanvaar word.

8.1.8 Internal Audit Charter with effect from 1 July 2025
(5/14/2)

The Internal Audit Charter with effect from 1 July 2025 is attached as **annexure 8.1.8**.

The Performance, Risk and Audit Committee resolved on 2 October 2025 to recommend to Council that notice be taken of the Internal Audit Charter with effect from 1 July 2025 and, after consideration, same be approved.

UNANIMOUSLY RESOLVED

that notice be taken of the Internal Audit Charter with effect from 1 July 2025 and, after consideration, same be approved.

EENPARIG BESLUIT

dat kennis geneem word van die Interne Oudit Handves met ingang van 1 Julie 2025 en, na oorweging, genoemde aanvaar word.

8.2 Directorate Technical Services / Direktooraat Tegniese Dienste

8.2.1 Essential services: Updated Water Services Development Plan for Witzenberg municipal area (16/2/P)

Memorandum from Senior Manager: Water and Sewerage, dated 18 August 2025:

“Purpose

The purpose of this memorandum is to recommend to Council the approval of the updated Water Services Development Plan for Witzenberg municipal area, including the towns of Ceres, Tulbagh, Wolseley, Prince Alfred’s Hamlet and Op-die-Berg.

Discussion

The Water Services Act, 1997 (Act no 108 of 1997) places a duty on Water Services Authorities to prepare a Water Services Development Plan, as part of the process of preparing an integrated development plan.

The Water and Sanitation Department is the Water Services Provider (WSP) for Witzenberg Municipality as the Water Services Authority (WSA). Sections 12 and 13 of the Water Services Act (Act no 108 of 1997) place a duty on each Water Services Authority to prepare and maintain a Water Services Development Plan (WSDP) (also known as a sector plan) every five years and update it annually.

Witzenberg Municipality has a duty to all its customers or potential customers in its area of jurisdiction to progressively ensure efficient, affordable, economical and sustainable access to water services that promote sustainable livelihoods and economic development.

The Water Services Development Plan (Revision 2) is attached as **annexure 8.2.1.**”

The Committee for Technical Services resolved on 18 September 2025 to recommend to the Executive Mayoral Committee and Council:

- (a) that notice be taken of the updated Water Services Development Plan.
- (b) that the Water Services Development Plan be approved for implementation and execution within the Witzenberg municipal area.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that notice be taken of the updated Water Services Development Plan.
- (b) that, after a presentation has been made by the Senior Manager: Water and Sanitation, the Water Services Development Plan be approved for implementation and execution within the Witzenberg municipal area.

UNANIMOUSLY RESOLVED

- (a) *that notice be taken of the updated Water Services Development Plan.*
- (b) *that, after a presentation has been made by the Senior Manager: Water and Sewerage, the Water Services Development Plan be approved for implementation and execution within the Witzenberg municipal area.*

EENPARIG BESLUIT

- (a) *dat kennis geneem word van die opgedateerde Waterdienste Ontwikkelingsplan.*
- (b) *dat, nadat 'n aanbieding deur die Senior Bestuurder: Water en Riolering gedoen is, die Waterdienste Ontwikkelingsplan goedgekeur word vir inwerkingstelling en uitvoering binne die Witzenberg munisipale gebied.*

**8.2.2 Adoption of amended House Shop By-law
(1/3/1/33)**

Council unanimously resolved on 30 May 2025:

- (a) that notice be taken of the tabled Draft House Shop By-law.
- (b) that a Public Participation Process be followed to obtain inputs and to refer the draft by-law back to Council for approval.

The following documents are attached:

- (a) Amended House Shop By-law: **Annexure 8.2.2(a)**.
- (b) Memorandum from Senior Manager: Legal Services, dated 18 August 2025: **Annexure 8.2.2(b)**.
- (c) Submission from Manager: Local Economic Development: **Annexure 8.2.2(c)**.
- (d) Collective submission from 55 residents of Tulbagh: **Annexure 8.2.2(d)**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that the By-Law and inputs from the public be referred to the Council workshop and after consideration be approved.
- (b) that the By-Law be translated in all the official languages of Council.

- (c) that the publication of the adopted final House Shop By-law be published in the Provincial Gazette in accordance with Section 13 of the Systems Act.

UNANIMOUSLY RESOLVED

- (a) *that the by-law and inputs from the public, as workshopped by Council, after consideration be approved.*
- (b) *that the by-law be translated to all the official languages of Council.*
- (c) *that the publication of the adopted final House Shop By-law be published in the Provincial Gazette in accordance with Section 13 of the Systems Act.*

EENPARIG BESLUIT

- (a) *dat die verordening en insette van die publiek, soos deur die Raad tydens 'n werkswinkel bespreek, na oorweging goedgekeur word.*
- (b) *dat die verordening in al die amptelike tale van die Raad vertaal word.*
- (c) *dat die publikasie van die goedgekeurde finale Verordening vir Huiswinkels in die Provinsiale Gazette gepubliseer word in ooreenstemming met Artikel 13 van die Stelselwet.*

8.3 Directorate Community Services / Direktooraat Gemeenskapsdienste

8.3.1 Draft By-law on Informal Trading (1/3/R)

Council unanimously resolved on 31 March 2025:

- (a) that notice be taken of the tabled Draft By-law for Informal Traders.
- (b) that a Public Participation Process be followed to obtain inputs and to refer the draft by-law back to Council for approval.

The Committee for Local Economic Development and Tourism resolved on 12 June 2025 to recommend to Council that the Draft By-law on Informal Trading be approved.

Report from Manager: Local Economic Development, dated 21 July 2025:

"As per Council resolution 8.3.1 of 31 March 2025, a Public Participation Process had to be followed to obtain inputs and to refer the draft by-law back to Council.

A Public Participation Process was followed by means of advertising through the Witzenberg Herald on 23 May 2025 with cut-off date for any inputs 12 June 2025. The published public notice is attached as **annexure 8.3.1(a)**. No objectives or inputs were submitted. The Draft By-law on Informal Trading, 2025 is attached as **annexure 8.3.1(b)**."

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) That the By-law and inputs from the public be referred to the Council workshop and after consideration be approved.
- (b) That the By-law be translated in all the official languages of Council.
- (c) That the publication of the adopted final By-law on Informal Trading be published in the Provincial Gazette in accordance with Section 13 of the Systems Act.

UNANIMOUSLY RESOLVED

- (a) that the By-law and inputs from the public, as workshopped by Council, after consideration be approved.*
- (b) that the By-law be translated to all the official languages of Council.*
- (c) that the publication of the adopted final By-law on Informal Trading be published in the Provincial Gazette in accordance with Section 13 of the Systems Act.*

EENPARIG BESLUIT

- (a) *dat die verordening en insette van die publiek, soos deur die Raad tydens 'n werkwinkel bespreek, na oorweging goedgekeur word.*
- (b) *dat die verordening in al die amptelike tale van die Raad vertaal word.*
- (c) *dat die publikasie van die goedgekeurde finale Verordening oor Informele Handel in die Provinsiale Gazette gepubliseer word in ooreenstemming met Artikel 13 van die Stelselwet.*

8.3.2 Lease agreement: Zanokhanyo Crèche, Tulbagh
Huurooreenkoms: Zanokhanyo Crèche, Tulbagh
(7/1/4/1)

A memorandum from the Social Worker, dated 11 July 2025, is attached as **annexure 8.3.2**.

The Committee for Community Development resolved on 9 September 2025 to recommend to the Executive Mayoral Committee and Council:

- (a) To consider the following:
 - (i) Entering into a further lease agreement with the governance body of Zanokhanyo Crèche for a three-year period for the purposes of operating a crèche.
 - (ii) Providing an option for renewal for a further 3 years after the new lease agreement has lapsed, on the discretion of the municipality.
- (b) To determine whether the yearly rent amount remains R376.90.
- (c) that notice be taken that the property that will be leased, is not required for the provision of the minimum level of basic services [MFMA Section 14.2(a)].
- (d) that Zanokhanyo Crèche is liable to pay for municipal services and that they are responsible to maintain the building.
- (e) that Zanokhanyo Crèche is responsible for their own security measures, such as alarms, guards, burglar bars etc.
- (f) that the building will remain the property of Witzenberg Municipality after the lease agreement has expired and/or is cancelled.
- (g) that the Municipal Manager be authorised to sign the lease agreement on behalf of the Council.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) To consider the following:
 - (i) Entering into a further lease agreement with the governance body of Zanokhanyo Crèche for a three-year period for the purposes of operating a crèche.
 - (ii) Providing an option for renewal for a further 3 years after the new lease agreement has lapsed, on the discretion of the municipality.
- (b) To determine whether the yearly rent amount remains R376.90.
- (c) that notice be taken that the property that will be leased, is not required for the provision of the minimum level of basic services [MFMA Section 14.2(a)].
- (d) that Zanokhanyo Crèche is liable to pay for municipal services and that they are responsible to maintain the building.
- (e) that Zanokhanyo Crèche is responsible for their own security measures, such as alarms, guards, burglar bars etc.
- (f) that the building will remain the property of Witzenberg Municipality after the lease agreement has expired and/or is cancelled.
- (g) that the Municipal Manager be authorised to sign the lease agreement on behalf of the Council.

UNANIMOUSLY RESOLVED

- (a) *That the following be approved:*
 - (i) *Entering into a further lease agreement with the governance body of Zanokhanyo Crèche for a three-year period for the purposes of operating a crèche.*
 - (ii) *Providing an option for renewal for a further 3 years after the new lease agreement has lapsed, on the discretion of the municipality.*
- (b) *that the yearly rental amount remains at R376.90 and that the annual increase of the insurance amount be added to the rental amount yearly.*
- (c) *that notice be taken that the property that will be leased, is not required for the provision of the minimum level of basic services [MFMA Section 14.2(a)].*
- (d) *that Zanokhanyo Crèche is liable to pay for municipal services and that they are responsible to maintain the building.*

- (e) *that Zanokhanyo Crèche is responsible for their own security measures, such as alarms, guards, burglar bars etc.*
- (f) *that the building will remain the property of Witzenberg Municipality after the lease agreement has expired and/or is cancelled.*
- (g) *that the Municipal Manager be authorised to sign the lease agreement on behalf of the Council.*

8.3.3 Establishment of Thusong satellite centre at Witzenville Community Hall, Tulbagh
Vestiging van nuwe Thusong satellietentrum by Witzenville Gemeenskapsaal, Tulbagh
(17/8/1)

A memorandum from the Manager: Communication and Marketing, dated 4 August 2025, is attached as **annexure 8.3.3**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that notice be taken of the establishment of a scheduled Thusong satellite centre at the Witzenville Community Hall in Tulbagh.
- (b) that notice be taken of the submission of a Draft Business Plan to the Provincial Thusong Programme for grant funding (two-year period). The draft is to be reviewed and resubmitted to the Provincial Thusong Programme for approval.
- (c) that the Thusong satellite centre will be operational as soon as the Business Plan has been approved and schedules confirmed of all applicable government services.

UNANIMOUSLY RESOLVED

- (a) *that notice be taken of the establishment of a scheduled Thusong satellite centre at the Witzenville Community Hall in Tulbagh.*
- (b) *that notice be taken of the submission of a Draft Business Plan to the Provincial Thusong Programme for grant funding (two-year period). The draft is to be reviewed and resubmitted to the Provincial Thusong Programme for approval.*
- (c) *that the Thusong satellite centre will be operational as soon as the Business Plan has been approved and schedules confirmed of all applicable government services.*

EENPARIG BESLUIT

- (a) *dat kennis geneem word van die vestiging van 'n geskeduleerde Thusong-satellietentrum by die Witzenville Gemeenskapsaal in Tulbagh.*
- (b) *dat kennis geneem word van die voorlegging van 'n konsep-sakeplan aan die Provinsiale Thusong Program vir toelaebefondsing (tweejaar-periode). Die konsep moet hersien en weer aan die Provinsiale Thusong Program voorgelê word vir goedkeuring.*
- (c) *dat die Thusong-satellietentrum in werking sal wees sodra die sakeplan goedgekeur is en die skedules van alle toepaslike regeringsdienste bevestig is.*

8.3.4 Revised Witzenberg Disaster Risk Management Plan 2025
Hersiene Witzenberg Rampriskobestuursplan 2025
(17/7/3/2)

The following documents are attached:

- (a) A report from the Manager: Fire, Rescue and Disaster Management, dated February 2025, is attached as **annexure 8.3.4(a)**.
- (b) Revised Witzenberg Disaster Risk Management Plan for 2025, is attached as **annexure 8.3.4(b)**.

The Committee for Community Development resolved on 9 September 2025 to recommend to the Executive Mayoral Committee and Council:

- (a) that the Witzenberg Municipal Disaster Risk Management Plan be reviewed on a continuous basis to keep up to date with the ever-changing complexities of the disaster continuum.
- (b) that the Witzenberg Municipal Disaster Risk Management Plan is intended to facilitate multi-disciplinary coordination in both pro-active and re-active phases of disaster management.
- (c) that the Revised Witzenberg Disaster Risk Management Plan, after consideration, be approved and adopted.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that the Witzenberg Disaster Risk Management Plan be reviewed on an annual basis.
- (b) that the Disaster Risk Management Plan be workshopped by Council.

- (c) that the revised Disaster Risk Management Plan, after being workshopped, be approved and adopted.

UNANIMOUSLY RESOLVED

- (a) *that the Witzenberg Disaster Risk Management Plan be reviewed on an annual basis.*
- (b) *that the revised Disaster Risk Management Plan, after being workshopped, be approved and adopted.*

EENPARIG BESLUIT

- (a) *dat die Witzenberg Ramprisikobestuursplan op 'n jaarlikse basis hersien word.*
- (b) *dat die Witzenberg Ramprisikobestuursplan, nadat dit tydens 'n werkswinkel bespreek is, goedgekeur en aanvaar word.*

8.3.5 Witzenberg Fire and Rescue Services Annual Report 2024/2025
Witzenberg Brand- en Reddingsdienste Jaarverslag 2024/2025
(17/07/2/1)

The following documents are attached:

- (a) Report from Manager: Fire, Rescue and Disaster Management: **Annexure 8.3.5(a).**
- (b) Witzenberg Fire and Rescue Services Annual Report for 2024/2025: **Annexure 8.3.5(b).**

The Committee for Community Development resolved on 9 September 2025:

- (a) that notice be taken of the Witzenberg Fire and Rescue Services Annual Report for 2024/2025.
- (b) that the Committee for Community Development recommends to the Executive Mayoral Committee and Council:

that notice be taken of the Witzenberg Fire and Rescue Services Annual Report for 2024/2025.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that the Manager: Fire, Rescue and Disaster Management makes a presentation to Council on the content of the Annual Plan.

- (b) that after the presentation to Council notice be taken of the Annual Report of the Witzenberg Fire and Rescue Services for 2024/2025.

UNANIMOUSLY RESOLVED

that, after the presentation made to Council by the Manager: Fire, Rescue and Disaster Management, notice be taken of the content of the Annual Report of the Witzenberg Fire and Rescue Services for 2024/2025.

EENPARIG BESLUIT

dat, na die voorlegging aan die Raad gedoen deur die Bestuurder: Brand-, Redding- en Rampbestuur, kennis geneem word van die inhoud van die Jaarverslag van die Witzenberg Brand- en Reddingsdienste vir 2024/2025.

8.4 Directorate Corporate Services / Direktooraat Korporatiewe Dienste

8.4.1 Availing and sale of land for church purposes: Pine Valley, Wolseley Besikbaarstelling en verkoop van grond vir kerkdoeleindes: Pine Valley, Wolseley (7/1/4/2)

A memorandum from the Senior Manager: Legal Services, dated 15 July 2025, is attached as **annexure 8.4.1(a)**.

The Executive Mayoral Committee resolved on 28 July 2025 that the matter regarding the availing and sale of land for church purposes in Pine Valley, Wolseley be held in abeyance, pending an in loco inspection by the Mayoral Committee members.

Council resolved on 30 July 2025 that the matter regarding the availing and sale of land for church purposes in Pine Valley, Wolseley be held in abeyance, pending an in loco inspection by the Mayoral Committee members.

A supplementary report from the Senior Manager: Legal Services, dated 18 August 2025, is attached as **annexure 8.4.1(b)**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that the following properties, as described in the report of the Senior Manager: Legal Services, be sold at market related price to the local community for church purposes: Erf 1722 Wolseley, size 836 m²; unregistered erf 3331, size 725 m²; portion of erf 1 Wolseley, size 690 m² and as described in the blue block.
- (b) that the properties as mentioned in paragraph (a) are not required to provide the minimum level of basic services as prescribed in Section 14 of the Municipal Finance Management Act.
- (c) that the sale of the properties be dealt with in terms of Council's Supply Chain process and that interested parties be invited to submit their bid.
- (d) that preference be given to churches that operate within the municipal area of the Witzenberg and who do not own any property for purposes of conducting the business of a church.
- (e) that the Municipal Manager be mandated to sign all agreements and legal documents to affect the transfer of properties.
- (f) that the successful bidders be responsible for all cost incidental to the sale of the erven as well as cost for any subdivision and rezoning.

UNANIMOUSLY RESOLVED

- (a) *that the following properties, as described in the report of the Senior Manager: Legal Services, be sold at market related price to the local community for church purposes: Erf 1722 Wolseley, size 836 m²; unregistered erf 3331, size 725 m²; portion of erf 1 Wolseley, size 690 m² and as described in the blue block.*
- (b) *that the properties as mentioned in paragraph (a) are not required to provide the minimum level of basic services as prescribed in Section 14 of the Municipal Finance Management Act.*
- (c) *that the sale of the properties be dealt with in terms of Council's Supply Chain process and that interested parties be invited to submit their bid.*
- (d) *that preference be given to churches that operate within the municipal area of the Witzenberg and who do not own any property for purposes of conducting the business of a church.*
- (e) *that the Municipal Manager be mandated to sign all agreements and legal documents to affect the transfer of properties.*
- (f) *that the successful bidders be responsible for all cost incidental to the sale of the erven as well as cost for any subdivision and rezoning.*

8.4.2 Sale of last two vacant plots: Non-serviced and unregistered erven 10915 and 10917: Skoonvlei, Ceres
Verkoop van laaste twee leë erwe: Ongedienste en ongeregistreerde erwe 10915 en 10917: Skoonvlei, Ceres
(7/1/4/2)

A memorandum from the Senior Manager: Legal Services, dated 15 July 2025, is attached as **annexure 8.4.2(a)**.

The Executive Mayoral Committee resolved on 28 July 2025:

- (a) that the matter regarding the sale of the last two vacant plots in Skoonvlei, Ceres be held in abeyance for the subdivision of the non-serviced and unregistered erven 10915 and 10917.
- (b) that a report in respect of supra (a) be tabled to the Executive Mayoral Committee.

Council unanimously resolved on 30 July 2025:

- (a) that the matter regarding the sale of the last two vacant plots in Skoonvlei, Ceres be held in abeyance for the subdivision of the non-serviced and unregistered erven 10915 and 10917.
- (b) that a report in respect of supra (a) be tabled to the Executive Mayoral Committee.

A supplementary report from the Senior Manager: Legal Services on progress with the subdivision, dated 21 August 2025, is attached **as annexure 8.4.2(b)**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that unregistered erf 10915 be sold to identified previously disadvantaged businesspersons.
- (b) that unregistered erf 10917 be sub-divided into two equal portions and be sold as such.
- (c) that a closed Supply Chain process be followed and only the bidders that have submitted business plans to the municipality be considered for an award.
- (d) that the properties mentioned in sub-paragraphs (a) and (b) are not required for basic minimum services as required by Section 14 of the Municipal Finance Management Act.
- (e) that the selling price be the same as that of other land that has been sold to the previously disadvantaged businesspersons.
- (f) that the Senior Manager: Legal Services develops a pre-qualification criteria to assist with the points scoring system of Council's Supply Chain Management Policy.
- (g) that Council similarly waives the development charges cost for the said properties.
- (h) that the Municipal Manager be mandated to sign all agreements and legal documents to affect the transfer of properties.
- (i) that the successful bidders be responsible for all cost incidental to the sale of the erven as well as cost for any subdivision and rezoning.
- (j) that after the award has been made, the sale of the properties be advertised in the local newspaper for any objections.

UNANIMOUSLY RESOLVED

- (a) *that unregistered erf 10915 and 10917 be sold to identified previously disadvantaged businesspersons.*
- (b) *that unregistered erf 10915 be subdivided into two equal portions and be sold as such.*
- (c) *that a closed Supply Chain process be followed and only the bidders that have submitted business plans to the municipality be considered for an award.*
- (d) *that the properties mentioned in sub-paragraphs (a) and (b) are not required for basic minimum services as required by Section 14 of the Municipal Finance Management Act.*
- (e) *that the selling price be the same as that of other land that has been sold to the previously disadvantaged businesspersons.*
- (f) *that the Senior Manager: Legal Services develops a pre-qualification criteria to assist with the points scoring system of Council's Supply Chain Management Policy.*
- (g) *that Council similarly waives the development charges cost for the said properties.*
- (h) *that the Municipal Manager be mandated to sign all agreements and legal documents to affect the transfer of properties.*
- (i) *that the successful bidders be responsible for all cost incidental to the sale of the erven as well as cost for any subdivision and rezoning.*
- (j) *that after the award has been made, the sale of the properties be advertised in the local newspaper for any objections.*

8.4.3 Lease of erf 3240, Tulbagh to the Hunger to Harvest for purposes of vegetable farming project (7/1/4/1)

A memorandum from the Senior Manager: Legal Services, dated 21 July 2025, is attached as **annexure 8.4.3**.

The Executive Mayoral Committee resolved on 28 July 2025 that the matter regarding the lease of erf 3240, Tulbagh be held in abeyance, pending an in loco inspection be held by the Executive Mayoral Committee.

Council unanimously resolved on 30 July 2025 that the matter regarding the lease of erf 3240, Tulbagh be held in abeyance, pending an in loco inspection be held by the Executive Mayoral Committee.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that Council approves the lease of erf 3240, Tulbagh to the organisation Hunger to Harvest for purposes of conducting a food garden on the said erf.
- (b) that Council accepts that the vegetable farming project is a community project that falls within the ambit of Regulation 40 which provides that immovable property should be let at market related rates except where the public interest or the plight of the poor demands otherwise.
- (c) that Council leases the property to Hunger to Harvest for a period of three (3) years with the option of renewing for a further period of three (3) years at an initial rental price of R1 200-00 per annum.
- (d) that the rental payable be reviewed annually.
- (e) that the Administration assists Hunger to Harvest with the connection of water and sanitation to the property at the expense of the municipality.
- (f) that Hunger to Harvest formally applies to the municipality for connection of services and that they be responsible for paying for all municipal water consumed as per the registered meter.
- (g) that the Municipal Manager be mandated to sign all agreements and legal documents to affect the lease agreement.
- (h) that the intended lease agreement with Hunger to Harvest be advertised for any public objection.
- (i) that the member vacates the extended land next to her property, which belongs to Council, within prior to February 2026.

UNANIMOUSLY RESOLVED

- (a) that Council approves the lease of erf 3240, Tulbagh to the organisation Hunger to Harvest for purposes of conducting a food garden on the said erf.*
- (b) that Council accepts that the vegetable farming project is a community project that falls within the ambit of Regulation 40 which provides that immovable property should be let at market related rates except where the public interest or the plight of the poor demands otherwise.*

- (c) *that Council leases the property to Hunger to Harvest for a period of three (3) years with the option of renewing for a further period of three (3) years at an initial rental price of R1 200-00 per annum.*
- (d) *that the rental payable be reviewed annually.*
- (e) *that the Administration assists Hunger to Harvest with the connection of water and sanitation to the property at the expense of the municipality.*
- (f) *that Hunger to Harvest formally applies to the municipality for connection of services and that they be responsible for paying for all municipal water consumed as per the registered meter.*
- (g) *that the Municipal Manager be mandated to sign all agreements and legal documents to affect the lease agreement.*
- (h) *that the intended lease agreement with Hunger to Harvest be advertised for any public objection.*
- (i) *that the member vacates the extended land next to her property, which belongs to Council, within prior to February 2026.*

8.4.4 Availing and lease of land for Dunlop Business in a Box Initiative: Unregistered erf 1640, Pine Valley, Wolseley (7/1/4/1)

A memorandum from the Senior Manager: Legal Services, dated 21 July 2025, is attached as **annexure 8.4.4**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that the Council resolution availing erf 1722, Wolseley to the Dunlop Business in a Box Initiative be rescinded.
- (b) that erf 1722, Wolseley be replaced with erf 1640, Wolseley on the same terms and conditions as per Council resolution 8.4.1 of 30 May 2025.

UNANIMOUSLY RESOLVED

- (a) *that the Council resolution availing erf 1722, Wolseley to the Dunlop Business in a Box Initiative be rescinded.*
- (b) *that erf 1722, Wolseley be replaced with erf 1640, Wolseley on the same terms and conditions as per Council resolution 8.4.1 of 30 May 2025.*

8.4.5 Minutes: SALGA Extended Governance and Intergovernmental Relations (GIGR) Provincial Working Group meeting: 16 July 2025 (12/1/1/11)

The minutes of the SALGA Western Cape Extended Governance and Intergovernmental Relations (GIGR) Provincial Working Group meeting, held on 16 July 2025, are attached as **annexure 8.4.5**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council that notice be taken of the minutes of the SALGA Western Cape Extended Governance and Intergovernmental Relations (GIGR) Provincial Working Group meeting, held on 16 July 2025.

UNANIMOUSLY RESOLVED

that notice be taken of the minutes of the SALGA Western Cape Extended Governance and Intergovernmental Relations (GIGR) Provincial Working Group meeting, held on 16 July 2025.

EENPARIG BESLUIT

dat kennis geneem word van die notule van die vergadering van die SALGA Wes-Kaap Uitgebreide Bestuur en Interregeringsverhoudinge Provinsiale Werkgroep, gehou op 16 Julie 2025.

8.4.6 Customer Care Policy / Beleid: Kliëntediens (2/P)

The following memorandum, dated 21 July 2025, was received from the Manager: Marketing and Communication:

“Purpose

The Draft Customer Care Policy, dated July 2025, is attached as **annexure 8.4.6** for consideration.

Discussion

The draft policy document was presented to and approved by Senior Management earlier this year. Due to a misunderstanding the policy is only now presented for consideration.

Recommendation

For consideration and approval of the Draft Customer Care Policy in order to enhance service delivery standards and meet compliance requirements.”

The Committee for Local Economic Development and Tourism resolved on 7 August 2025 to recommend to the Executive Mayoral Committee and Council that the Draft Customer Care Policy be considered and approved.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council that the Draft Customer Care Policy be approved.

UNANIMOUSLY RESOLVED

that the Customer Care Policy, after consideration, be approved.

EENPARIG BESLUIT

dat die Beleid: Kliëntediens, na oorweging, goedgekeur word.

**9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA
DRINGENDE SAKE NA AFSENDING VAN DIE AGENDA**

**9.1 Quarterly Budget Statement [Section 52(d)] Report: 1st Quarter
2025/2026
(9/1/1 & 9/1/2/2)**

The Quarterly Budget Statement [Section 52(d)] Report for the 1st Quarter of 2025/2026 is attached as **annexure 9.1**.

The Executive Mayoral Committee resolved on 24 October 2025 to recommend to Council:

- (a) that notice be taken of the Quarterly Budget Statement [Section 52(d)] Report for the 1st Quarter of 2025/2026.
- (b) that the report supra (a) be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee as well as the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

UNANIMOUSLY RESOLVED

- (a) *that notice be taken of the Quarterly Budget Statement [Section 52(d)] Report for the 1st Quarter of 2025/2026.*
- (b) *that the report supra (a) be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee as well as the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.*

**10. FORMAL AND STATUTORY MATTERS
FORMELE EN STATUTÊRE SAKE**

**10.1 Feedback on matters of outside bodies
Terugvoering oor sake van buite-organisasies**

**10.1.1 Report: Workshop and meeting for MPAC Chairs: 11 and 12 September 2025
Verslag: Werkswinkel en vergadering vir Voorsitters van Munisipale Openbare Rekening Komitees: 11 en 12 September 2025 (3/3/2)**

A report from Councillor J Rooi on the workshop and meeting for MPAC Chairs, held on 11 and 12 September 2025, is attached as **annexure 10.1.1**.

UNANIMOUSLY RESOLVED

that notice be taken of the report on the workshop and meeting for Municipal Public Accounts Committee Chairs, held on 11 and 12 September 2025.

EENPARIG BESLUIT

dat kennis geneem word van die verslag oor die werkswinkel en vergadering vir Voorsitters van Munisipale Komitees vir Openbare Rekeninge, gehou op 11 en 12 September 2025.

**11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS
VRAE en/of SAKE DEUR RAADSLEDE GEOPPER**

**11.1 Speed limit: Road between Ceres and Prince Alfred's Hamlet (MR310)
(17/7/4/R)**

The following matter was raised in an email from Councillor J Rooi to the Speaker:

"The Witzenberg Party wants to know what is the status of our request that a speed review to be done on the section of road from km 1.91 (CFP) to the Fairfield turnoff, to consider reducing the speed limit from 100 km/h to 80 km/h in view of the high accident rate at the Bella Vista intersections."

The written response from the Municipal Manager, dated 21 October 2025, is attached as **annexure 11.1**.

UNANIMOUSLY RESOLVED

that notice be taken of the request related to the speed review on the road between Ceres and Prince Alfred's Hamlet (MR310), and same be supported by Council.

12. COUNCIL-in-COMMITTEE / RAAD-in-KOMITEE

These items are dealt with in the confidential minutes.