



MINUTES OF AN ORDINARY MEETING OF THE EXECUTIVE MAYORAL COMMITTEE HELD IN THE BANQUETING HALL, MALMESBURY ON WEDNESDAY, 14 MARCH 2018 AT 10:00

PRESENT:

Executive Mayor, ald T van Essen (chairman)
Deputy Executive Mayor, ald M S I Goliath

Members of the Mayor's Committee:

Clr P E Solomons
Clr O M Stemele
Clr R F van der Westhuizen
Clr M van Zyl

Officials:

Municipal Manager, mr J J Scholtz
Director: Development Services, mr J T Steenkamp
Director: Corporate Services, ms M S Terblanche
Director: Electrical Engineering Services, mr R du Toit
Manager: Secretarial and Record Services, ms N Brand

1. OPENING

Ald M S I Goliath opened the meeting with a prayer at the request of the chairman.

The chairman gave the Municipal Manager, mr J J Scholtz, the opportunity to introduce the representative from the *Hope Through Action Foundation (SA) (HTAF)*, mr Jeff Spinks and the consulting engineer from *Lyners*, mr Fred Laker, to the committee.

Mr Scholtz explained that mr Spinks has been given the authority to sign the agreement under item 7.1 on behalf of HTAF. Mr Scholtz thanked mr Laker for his involvement in the project and also voiced his appreciation to *Lyners* for their contribution to the project in that a great deal of the planning was done at risk.

2. APOLOGIES

The committee was complete.

Apologies received from the Director: Civil Engineering Services, mr L D Zikmann, the Director: Security Services, mr P A C Humphreys and the Director: Financial Services, mr M A C Bolton, who were not able to attend the meeting due to other commitments..

3. SUBMISSIONS/DEPUTATIONS/COMMUNICATIONS

3.1 SUBMISSION BY THE CHAIRMAN: SEVERITY OF THE WATER SHORTAGE (16/1/17)

The chairman provided the following information:

- Level of Voëlvleidam = 15,1%
- Level of Misverstanddam = 37,65% (63 days water left)
- Total level of dams = 23%

The chairman/...

3.1/...

The chairman confirmed that the pumps have already been installed at Voëlvleidam in order to pump water from the low portions of the dam to the Swartland intake works.

At present boreholes have been sunk in Riverlands and Chatsworth, but that boring must be done urgently in Koringberg, because Moorreesburg and Koringberg are provided with water from the Misverstanddam, and problems are being experienced to sufficiently maintain the level of the Misverstanddam from the Voëlvleidam.

FOR INFORMATION

4. MINUTES

4.1 MINUTES OF AN ORDINARY EXECUTIVE MAYOR'S COMMITTEE MEETING HELD ON 14 FEBRUARY 2018

RESOLUTION

That the minutes of an Ordinary Meeting of the Executive Mayor's Committee held on 14 February 2018 are approved and signed by the Mayor.

4.2 MINUTES OF A PORTFOLIOS COMMITTEE MEETING HELD ON 7 MARCH 2018

[Corrections held over at the prerogative of the various committees.]

5. CONSIDERATION OF RECOMMENDATIONS AND MATTERS ARISING FROM THE MINUTES

5.1 MINUTES OF A PORTFOLIOS COMMITTEE MEETING HELD ON 7 MARCH 2018

5.1.1 MUNICIPAL MANAGER AND FINANCES

RESOLUTION that the Executive Mayor approves the recommendations in the relevant minutes.

5.1.2 CIVIL AND ELECTRICAL SERVICES

RESOLUTION that the Executive Mayor approves the recommendations in the relevant minutes.

5.1.3 ADMINISTRATION, DEVELOPMENT AND SECURITY SERVICES

RESOLUTION that the Executive Mayor approves the recommendations in the relevant minutes.

6. MATTERS ARISING FROM THE MINUTES

None

7. NEW MATTERS

7.1 SIGNING OF MEMORANDUM OF UNDERSTANDING ("MOU") BETWEEN THE HOPE THROUGH ACTION FOUNDATION (SA) [HTAF] AND SWARTLAND MUNICIPALITY (5/9/2/1, 2/1/4/B)

Mr Scholtz said that the signing of the Memorandum of Understanding between the HTAF and Swartland Municipality in the presence of messrs Spinks and Laker was a crowning moment. An amount of R22 million is being donated by the HTAF to the Swartland Municipality for the erection of an indoor and outdoor sports facility.

Ald Goliath stated that, as the past ward councillor of ward 11, she was especially proud that the project can become a reality with the generous contribution from HTAF, after six years of planning.

7.1/...

Clr Stemele said that six years ago the project was only a dream, but now that it is a reality, it can be stated with assurance that it will make a huge difference in the surrounding community. The youth is ready to make use of these facilities to the full, because it will fill a huge gap in their needs.

Mr Spinks confirmed his excitement in respect of the project, and stated that it is an honour to work with the Swartland Municipality, which is viewed as an outstanding Municipality. Mr Spinks also stated that it is the aim of the project to bring a positive change in the community.

UNANIMOUS RESOLUTION

- (a) That the realization of this six year initiative in terms of which the HTAF will contribute R22 million to an indoor and outdoor sports facility and where Swartland Municipality will attempt to avail funds of R6 560 887,00 (RSEP and CRR), be noted with appreciation;
- (b) That the Municipal Manager be mandated to sign the agreement on behalf of the Swartland Municipality and that the Executive Mayor co-sign the agreement in a ceremonial capacity;
- (c) That approval be granted to follow the administrative process to invite public comment on the intent to leased the premises (erf 9206) to the HTAF for a period of 50 years;
- (d) That the undertaking of Swartland Municipality's to contribute the following amounts be approved:
 - (i) R1 560 887,00 (excluding VAT) for the current financial year;
 - (ii) R4 million (excluding VAT) R3 million from the CRR and R1 million from RSEP for the 2018/2019 financial year;
 - (iii) R1 million (excluding VAT), either from CRR or RSEP or a combination of both in respect of the 2019/2020 financial year;
- (e) That approval also is granted for the contribution in respect of operating expenses as mentioned in paragraph 3(d) of the MOU.

7.2 MINUTES OF A MUNICIPAL PERFORMANCE AND RISK AUDIT COMMITTEE MEETING HELD ON 28 NOVEMBER 2017 (5/15/1/3)

The Audit Committee serves as a completely independent committee of the Council and fulfils its function in accordance with the stipulations of article 166 of the Local Government: Municipal Financial Management Act, No 56 of 2003.

The minutes of the Municipal Performance and Risk Audit Committee Meeting held on 28 November 2017 were circulated with the agenda, and do not contain any recommendations to the Executive Mayor's Committee for consideration.

RESOLUTION that cognisance is taken of the content of the minutes of the Municipal Performance and Risk Audit Committee of 28 November 2017.

7.3 NOMINATIONS: APPOINTMENT OF COUNCILLORS TO THE HEALTH FACILITIES COMMITTEE (3/3/1)

A circular was received from the Western Cape Department of Health, *HOD Circular 1 of 2018*, in which Municipalities are requested to appoint councillors to the Primary Health Care Facility Committees.

Resolution/...

7.3/...

RESOLUTION

- (a) That cognisance is taken of the content of HOD Circular 1 of 2018 dated 28 February 2018 revived from the Western Cape Department of Health;
- (b) That the following councillors, on behalf of the Swartland Municipal Council, be nominated to represent the health facilities located within the municipal area on the Health Facilities Committee, namely
- Malmesbury CDC : Cllr O M Stemele
 - Darling Clinic : Cllr M A Rangasamy
 - Moorreesburg Clinic : Cllr M van Zyl
 - Riebeek Kasteel/Riebeek West Cluster : Cllr N Smit
- (c) That Alw M S I Goliath be nominated as secondi to any of the above councillors;
- (d) That the nominations be submitted to the Provincial Minister of Health on/before 15 March 2018.

7.4 ROAD RESEALING PROGRAMME (15/5/5/1) (ALL WARDS)

An amount of R10 million is available in the 2017/2018 financial year for the resealing of existing tarred roads in the Swartland municipal area.

The attached resealing programme has been drawn up for a tender which was issued.

RESOLUTION

- (a) That the attached resealing programme is approved;
- (b) That note is taken that the attached resealing programme may be adjusted with reference to the costs in respect of the preparation of the roads for resealing.

7.5 EXTENSION TO THE DECLARATION OF A LOCAL DISASTER WITHIN THE BOUNDARIES OF THE SWARTLAND MUNICIPALITY AS A RESULT OF THE DROUGHT (17/5/1/1)

On 28 June 2017 the Executive Mayor declared the Swartland municipal area a disaster area due to the severity of the continuing drought and the water shortage being experienced.

The initial declaration was valid for a period of three months, where after it must be extended on a monthly basis.

The situation has not changed in the interim and an extension to the declaration is necessary to get national and provincial support in order to obtain solutions to ensure sustainable provision of water.

RESOLUTION

- (a) That the Mayor in terms of section 55 (5)(c) of the Disaster Management Act, 57 of 2002 as a result of the devastating fire at the Swartland Hospital herewith extend the declaration of a local disaster within the Swartland Municipality from 27 March 2018 to 26 April 2018;
- (b) That Swartland Municipality requests the West Coast District Municipality to support the extension of the local state of disaster;
- (c) That the approved extension of the declaration be sent to the Provincial Government for publication in the next Provincial Gazette.

7.6 EXTENSION TO THE DECLARATION OF A LOCAL DISASTER WITHIN THE BOUNDARIES OF THE SWARTLAND MUNICIPALITY: FIRE AT SWARTLAND HOSPITAL (17/5/1/1)

The declaration of the Swartland Hospital as a local disaster was promulgated in the Provincial Gazette, No. 7785 of 23 June 2017, in consultation with the Provincial Departments and the West Coast District Municipality.

The declaration was initially valid for a period of three months, where after it must be extended on a monthly basis.

RESOLUTION

- (a) That the Mayor in terms of section 55 (5)(c) of the Disaster Management Act, 57 of 2002 as a result of the magnitude and severity of the continuing drought affecting Swartland herewith extend the declaration of a local disaster within the Swartland Municipality from 10 April 2018 to 10 May 2018;
- (b) That Swartland Municipality requests the West Coast District Municipality to support the extension of the local state of disaster.
- (c) That the approved extension of the declaration be sent to the Provincial Government for publication in the next Provincial Gazette.

7.7 LEASE OF INDUSTRIAL PROPERTY IN MOORREESBURG FOR AGRICULTURAL PURPOSES (12/2/5/5-9/2)

A public participation process was followed in order to make the land available for agricultural purposes, after the Executive Mayor's Committee approved the obtaining of proposals for the lease of a portion (± 17.7 ha) of erf 1133, Moorreesburg.

The Wheat Industry Museum was the only body which showed interest in leasing the land from the Municipality.

RESOLUTION

- (a) That the late submission of the tender by the Koringbedryf Museum be condoned, for the following reasons:
 - No other tender proposals were received by the closing date, and there are therefore no other tenderers to be potentially prejudiced;
 - Also, during the preceding two years no tender proposals other than those of the Koringbedryf Museum were received, and no other interest was showed during the advertisement period;
- (b) That Tender L07.17.18 for the lease of a portion (± 17.7 ha in extent) of erf 1133, Moorreesburg at the amount of R300,00 per annum, excluding VAT, be awarded to the Koringbedryfmuseum for a period of one year, with effect from 1 April 2018;
- (c) That the Director: Corporate Services be authorized to finalise the conditions of the lease agreement and to sign same.

7.8 LEASE OF STORAGE IN MALMESBURY (12/1/2-6/2)

At present the Council leases storage space from the Bester Family Trust for storing refuse bags and water meters.

The storage space is required for a further term.

Resolution/...

7.8/...

RESOLUTION

- (a) That a rental agreement be entered into with Bester Family Trust for the use of storage space in Malmesbury, for a further term of 12 months as from 1 April 2018;
- (b) That the rental tariff of R1050.00, VAT included, per month be paid out of voting number 9/241-369-3007 (purchase of refuge bags);
- (c) That the existing conditions of lease remain unchanged.

7.9 OFFICE ACCOMMODATION: MOORREESBURG SPORT FORUM (12/1/3/1-9/1)

The office space known as the old Tourism Office is leased to the Moorreesburg Sport Forum on an annual basis.

An application has been received to lease the office for a further period of twelve months.

RESOLUTION

- (a) That the former Tourism Office in Moorreesburg be leased to Moorreesburg Sport Forum for a further term of 12 months as from 1 May 2018 for administrative purposes;
- (b) That the lease tariff be set at R10,00 plus 15% VAT per month;
- (c) That the existing conditions of lease remain unchanged.
- (c) That, before the next lease renewal is considered, the Moorreesburg Sport Forum is requested to submit an annual report to the Municipality in respect of their activities.

7.10 WRITE OFF OF LOST ASSETS IN ORDER TO REMOVE THEM FROM THE ASSET REGISTER (14/3/5)

The annual stock take of all moveable items took place between August and October 2017. Out of a total of 8 240 items checked, only 3 items could not be accounted for. This small percentage of lost items indicates that internal controls are in place in order to manage the assets of the Municipality.

RESOLUTION that approval is given that the lost assets to the value of R936,03 are written off and accordingly removed from the asset register.

7.11 OUTSTANDING DEBTORS: FEBRUARY 2018 (5/7/1/1)

A complete list of outstanding debtors was circulated with the agenda.

RESOLUTION that cognisance is taken of the report regarding the status of Swartland Municipality's outstanding debtors for February 2018.

7.12 PROGRESS IN RESPECT OF OUTSTANDING INSURANCE CLAIMS (5/14/3/5)

In accordance with the Asset Management Policy outstanding insurance claims must be reported monthly.

RESOLUTION that cognisance is taken of the outstanding insurance claims until 28 February 2018 as circulated with the agenda.