



MINUTES OF THE ORDINARY MEETING OF THE EXECUTIVE MAYORAL COMMITTEE HELD IN THE COUNCIL CHAMBER, MALMESBURY ON WEDNESDAY, 15 JULY 2026 AT 10:00

PRESENT:

Executive Mayor, ald J H Cleophas (Chairperson)
Executive Deputy Mayor, cllr J M de Beer

Members of the Mayoral Committee:

Cllr D G Bess
Cllr N Smit
Ald T van Essen
Cllr A K Warnick

Other board members:

The Speaker, ald M A Rangasamy

Officials:

Municipal Manager, Mr J J Scholtz
Director: Financial Services, Mr M Bolton
Director: Civil Engineering Services, Mr L D Zikmann
Director: Electrical Engineering Services, Mr T Möller
Director: Development Services, Ms J S Krieger
Senior Manager: Traffic and Law Enforcement Services, Mr R Steyn
Senior Manager: Human Resources, Ms S de Jongh
Manager: Secretariat and Record Services, Ms N Brand

1. OPENING

The Chairperson welcomes members and requests cllr D G Bess to open the meeting with prayer.

2. APOLOGIES

Apologies from the Director: Corporate Services, Ms M S Terblanche (represented by Ms S de Jongh) and the Director: Protection Services, Mr H Witbooi (represented by Mr R Steyn) have been noted.

3. PRESENTATIONS/DELEGATIONS/DECLARATIONS/COMMUNICATIONS/SUBMISSIONS

3.1 VISIT TO THE NATIONAL DEPARTMENT OF AGRICULTURE BY THE MUNICIPAL MANAGER AND SENIOR MANAGER: DEVELOPMENT MANAGEMENT

The Municipal Manager provides feedback regarding the visit to the National Department of Agriculture, which was aimed at sensitising the latter regarding the proposed agricultural land within the urban peripheral areas and the possible development of a Formula 1 racetrack in the Kalbaskraal area.

The Municipal Manager mentions that a best practice will be created if the outcome of the discussions can lead to all agricultural land within the urban periphery areas, as agreed upon, could be exempted from Section 70 of the Subdivision of Agricultural Land Act, Act 70 of 1970.

3.1/...

The argument was made that both the Department and Municipality can protect agricultural land by promoting opportunities for economic growth and capital investment, of which the development of the Formula 1 race track on low-order agricultural land, can be seen as an excellent opportunity.

The Municipal Manager confirms that, in order for the aforesaid to materialise, the following must be done:

- (1) In drafting the new IDP and ROR, there should be pro-active communication with a representative of the National Department of Agriculture to give the latter the opportunity to comment on the inclusion of farmland in the urban periphery and that the relevant department's approval be included in the ROR.
- (2) That the maps be consolidated to reflect the concession (so-called mini-ROR) for consideration by the National Department of Agriculture and thereafter the applications for the relevant portions of land for inclusion in the urban periphery to be submitted.

FOR INFORMATION

4. MINUTES

4.1 MINUTES OF AN ORDINARY MEETING OF THE EXECUTIVE MAYORAL COMMITTEE HELD ON 17 JUNE 2026

RESOLUTION

(proposed by cllr N Smit, seconded by cllr D G Bess)

That the minutes of an Ordinary Executive Mayoral Committee meeting held on 17 June 2026, be approved and signed by the Executive Mayor.

5. MATTERS ARISING FROM THE MINUTES

5.1 MINUTES OF AN EXECUTIVE MAYORAL COMMITTEE MEETING HELD ON 17 JUNE 2026

5.1.1 ITEM 7.9: WRITE-OFF OF INDIGENT AND IRRECOVERABLE DEBTS: JUNE 2026: ACTUALLY AMOUNT WRITTEN OFF (5/7/3)

The Executive Mayoral Committee gave approval in principle for the write-off of bad debts on 18 June 2025, subject to the fact that after the completion of all actions, the actual amounts will be presented.

The Municipal Manager proposes that SALGA, in its capacity as an employers' organisation, be requested to put the issue of outstanding municipal debt in areas where Eskom supplies electricity and where municipalities cannot apply credit control measures on the agenda for discussion during the Western Cape Provincial Members' Meeting in August 2026.

RESOLUTION

(proposed by cllr N Smit, seconded by cllr A K Warnick)

FURTHER RESOLUTION

That SALGA be requested to place a discussion point on the agenda of the Western Cape Provincial Members' Meeting to inform local authorities regarding the status of the legal and strategic initiatives with regard to the supply of electricity by Eskom within municipal areas.

6. MONTHLY REPORT: MAY 2026

[Note: *The performance and financial information in respect of Quarter 4 is included in the Section 52 MFMA report, which will be tabled in Council on 30 July 2026, hence the tabling of only the additional reports as applicable to the relevant directorates.]*

6.1 FINANCIAL SERVICES (7/1/2/2-3)

The Director: Financial Services refers to the figures relating to reduced income from interest on investments due to events in the Middle East, inter alia, the price of crude oil, increase in inflation, etc. and that the aforesaid will compel the Reserve Bank to consider the repo rate.

The Director: Financial Services confirms that the capital expenditure stands at 94.62% (rounded off to 95%) by 8 July 2026.

RESOLUTION

(proposed by ald T van Essen, seconded by cllr J M de Beer)

That note be taken of the contents of the monthly report of the Director: Financial Services in respect of May 2026.

6.2 CIVIL ENGINEERING SERVICES (7/1/2/2-4)

The monthly report of the Director: Civil Engineering Services for the month of May 2026 is tabled.

The Director: Civil Engineering Services focuses on the state of dam levels which, with the exception of Theewaterskloof, are lower than compared to last year. There are no prospects for sufficient rain during the season, and the possible introduction of water restrictions is discussed during meetings of the Western Cape Water Supply System.

Ald T van Essen discusses the various risks at the Highlands Landfill, namely –

- (1) Ragpickers making use of ladders to get over the fence.
- (2) Efficient management of the landfill site with the passing of Mr Hein Baumgarten.
- (3) Theft of pump and cables resulting in the new cell cannot yet be made use of and the insurance claim that could take months to be finalised.
- (4) Further dumping on old cell may result in exceeding permit conditions.
- (5) Rising costs of pumping water out to sewage works and transferring garbage to the new cell.

The Director: Civil Engineering Services mentions that everything is in place to purchase the pump, but that the repair of cables and the repair of the monitoring equipment under the alignment will take longer.

RESOLUTION

(proposed by ald T van Essen, seconded by cllr J M de Beer)

- (a) That note be taken of the contents of the monthly report of the Director: Civil Engineering Services in respect of May 2026.
- (b) That notice is taken that the Municipal Manager undertakes to get all relevant role players together to discuss the risks as highlighted by ald T van Essen with regard to the operation of the Highlands Landfill.

6.3 ELECTRICAL ENGINEERING SERVICES (7/1/2/2-6)

The monthly report of the Director: Electrical Engineering Services for the month of May 2026 is tabled.

The Director: Electrical Engineering Services confirms that the preliminary figures indicate energy losses of 4.5% by the end of May.

The Director: Electrical Services further states that energy purchases from Eskom increased by 3.6% and are indicative of economic growth in the Swartland municipal area, whether through housing or business development.

The Director: Financial Services confirms that, with the closure of Spar, The Bank, a new vendor, Lucky 7 has been appointed and will be operational by the end of the week after the necessary ICT equipment and training has been provided.

6.3/...

RESOLUTION

(proposed by ald T van Essen, seconded by cllr D G Bess)

That note be taken of the contents of the monthly report of the Director: Electrical Engineering Services in respect of May 2026.

6.4 DEVELOPMENT SERVICES (7/1/2/2-5)

The monthly report of the Director: Development Services for the month of May 2026 is tabled.

The Director: Development Services confirms that the SEF facility at Kalbaskraal will be completed by the end of July 2026 and the official opening is planned for August 2026.

The handover of houses in the respective housing projects is done according to the targets set and the total handovers are –

- Moorreesburg = 280
- De Hoop = 195
- Darling = 139

The Director: Development Services mentions that although the verification system of Province is used, dishonesty of applicants is one of the biggest challenges with housing allocations.

A discussion follows in regard to what mechanism can be put in place to ensure that the correct type of house is allocated to a beneficiary, either by appointing a committee or requesting that an attorney identifies the need of a beneficiary, e.g. disabled, elderly (can't live in "walk-up"), etc.

Ald T van Essen refers to the statistics regarding the submission (203 in total) and approval (89 in total) of building plans. There are therefore 114 building plans referred back that could potentially affect the target of approval.

The Executive Mayor once again expresses his concern that there may not be enough building plan investigators who can further contribute to the targets not being met.

RESOLUTION

(proposed by ald T van Essen, seconded by cllr D G Bess)

- (a) That note be taken of the contents of the monthly report of the Director: Development Services in respect of May 2026.
- (b) That the Municipal Manager will arrange an integrated session between Town Planning and Building Control to look at the electronic building plan submission system as outsiders to consider improvements.

6.5 PROTECTION SERVICES (7/1/2/2-3)

6.5.1 TRAFFIC AND LAW ENFORCEMENT SERVICES

6.5.2 FIRE SERVICES

The monthly report of the Director: Protection Services for the month of May 2026 is tabled and indicates to the Senior Manager: Traffic and Law Enforcement the involvement of the respective divisions in the following actions:

- (1) Rise in land grabs, possibly due to the upcoming local elections.
- (2) Regular inspections at the Highlands Landfill and the removal of ladders and structures.
- (3) Involvement in the "*March and March*" movement.
- (4) Support by LEAP to SAPS with recent murders.

The Senior Manager: Traffic and Law Enforcement Services confirms that more training materials for learner's licences are available, and will also be made available at the libraries in the municipal area.

6.5/...

RESOLUTION

(proposed by ald T van Essen, seconded by cllr D G Bess)

- (a) That note be taken of the contents of the monthly report of the Director: Protection Services in respect of May 2026.
- (b) That note be taken of the request by the "*March and March*" movement for an informational meeting with the community on 21 July 2026.
- (c) That it be noted that Town Planning is in the process of preparing letters to serve on illegal Spaza stores requesting that the stores be closed within 7 days if the land use requirements are not complied with, and associated assistance that will be required by the law enforcement services.

7. NEW MATTERS

7.1 PROPOSED ADDITIONAL HDA LAND ACQUISITION: REMAINDER OF PORTION 2 OF THE FARM MICHIEL HEYNS KRAAL 755 MALMESBURY (12/2/1-2/5)

The Housing Development Agency (HDA) is the owner of the remainder of Portion 2 of the Farm Michiel Heyns Kraal, No. 755 located within the Swartland municipal area.

The Executive Mayoral Committee granted approval on 20 May 2026, for the acquisition and transfer of portions of the aforementioned farm as a benevolent donation.

The report aims to add an additional portion to the land acquisition.

RESOLUTION

(proposed by cllr D G Bess, seconded by ald T van Essen)

- (a) That the Executive Mayoral Committee takes cognisance of the follow up engagement between the Municipality and the Housing Development Agency regarding the proposed donation of **additional land (Portion "D")** acquisition and transfer of Remainder of Portion 2 of the farm Michiel Heyns Kraal 755 for integrated human settlement development for the communities of Chatsworth and Riverlands;
- (b) That it be noted that the Municipality is not interested in acquiring the entire Remainder of Portion 2 of the farm Michiel Heyns Kraal 755 and that the Executive Mayoral Committee supports the acquisition and transfer of the abovementioned land including the additional portion:
 - (i) Portion C (approximately +-3.7 hectare) for Chatsworth Housing Project; and
 - (ii) Portion A (approximately 16.6 ha hectares) for the Riverlands Housing Project
 - (iii) Additional Portion D (approximately +-13.8 hectares)**
- (c) That, in terms of the Housing Development Agency Act, 2008 (Act 23 of 2008), one of the key responsibilities of the HDA is land acquisition and management, i.e. the agency is authorised to acquire, hold and release state, private and communal land for residential and community purposes;
- (d) That, taking into account the legislative responsibility of the HDA, the land acquisition be regarded as a favourable donation;
- (e) That, since the Municipality does not wish to acquire the entire Remainder of Portion 2, the Municipality undertakes to have the abovementioned portions, referred to in paragraph (b), subdivided and surveyed at its own cost;
- (f) That the Municipal Manager (or designated official) be authorized to sign the agreement to deal with the land acquisition and power of attorney in order to obtain ownership and consequently be in a position to deal with the property in a manner to be decided.

- (g) That the HDA be advised that the Municipality will assume responsibility for the appointment of a conveyancing attorney from its approved panel of legal service providers and will bear all associated transaction costs.
- (h) That the Executive Mayoral Committee notes the current infrastructure constraints relating to water and sewerage capacity and that upgrade interventions are being planned over the medium-term financial period.

7.2 RECOMMENDATION FOR APPROVAL OF THE ORGANISATIONAL STRUCTURE TAKING INTO ACCOUNT AMENDMENTS TO CORPORATE SERVICES (4/1/1/2/1)

The review of the organisational structure was submitted to Council on 30 April 2026 in terms of Section 66 of the Amended Municipal Systems Act, 2011, and no amendments were proposed.

With the construction of the new Social Economic Facility (SEF) in Kalbaskraal, no provision was made for a Hall Janitor, although the latter was on the wish list of new posts. The Management Team gave approval on 29 May 2026 for the creation of the position of Hall Janitor: Kalbaskraal with effect from 1 August 2026.

The proposed amendment to the organisational structure was presented to the Labour Forum on 18 June 2026.

RESOLUTION

(proposed by cllr N Smit, seconded by cllr A K Warnick)

- (a) That the Executive Mayoral Committee takes note that the amendment was recommended at the meeting of the Local Labour Forum held on 18 June 2026;
- (b) That the Executive Mayoral Committee recommends the amendment to the organisational structure for the directorate Corporate Services for approval by Council for implementation with effect from 1 August 2026.

7.3 REQUEST FOR APPROVAL: APPOINTMENT OF THE MUNICIPAL MANAGER AS MEMBER OF THE LANGEBERG MUNICIPAL PLANNING TRIBUNAL (2/6)

During July 2025 the Langeberg Municipality requested surrounding municipalities to nominate persons with relevant knowledge and expertise to serve as external members on the Langeberg Municipal Planning Tribunal. The Municipal Manager was personally approached by his peer with the request to apply.

A letter dated 2 July 2026 was received informing the Municipal Manager that he has been appointed to the Langeberg Municipal Planning Tribunal for a term of five years, subject to approval from his employer.

RESOLUTION

(proposed by cllr N Smit, seconded by cllr D G Bess)

- (a) That the Executive Mayoral Committee takes note of the appointment of the Municipal Manager as a member of the Langeberg Municipal Planning Tribunal;
- (b) That the Executive Mayoral Committee grants approval that the Municipal Manager, in addition to his duties at Swartland Municipality, may serve as an external member of the Langeberg Municipal Planning Tribunal.

7.4 QUARTER 4: ECONOMIC DEVELOPMENT REPORT (2/1/4/5)

The report aims to report on the implementation of the Municipality's Economic Development Plan. Initiatives include supporting small businesses and playing a facilitation role in the implementation of investment and strategic infrastructure projects.

RESOLUTION

That cognisance be taken of the Economic Development Report for Quarter 4 (period 1 April to 30 July 2026);

7.5 QUARTERLY REPORT ON THE PERFORMANCE OF CONTRACTORS (8/1/B/1)

The report in respect of the quarterly performance evaluation of contractors appointed in terms of the Supply Chain Management Policy is tabled in compliance with Section 116(2) of the MFMA and the core performance indicator of the Municipal Manager.

The Municipal Manager refers to the internal memorandum that was recently sent out that sub-standard services from contractors will not be tolerated and that '*contract champions*' must hold contractors accountable for complying with contract terms and providing high-quality services.

RESOLUTION

That cognisance be taken of the quarterly report on the performance of contractors for the period 1 April 2026 to 30 June 2026.

7.6 ANNUAL REPORT REGARDING THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE FINANCIAL YEAR ENDED 30 JUNE 2026 (8/1/B/2)

Regulation 6(2)(a)(i) of the Municipal Supply Chain Management Regulations stipulates that an annual report must be submitted to the Board regarding the implementation of the Supply Chain Management Policy.

The annual report for the period 1 July 2025 to 30 June 2026 has been circulated with the Agenda.

RESOLUTION

- (a) That cognisance is taken of the Annual Report regarding the implementation of the Supply Chain Management Policy in accordance with section 6(2)(a)(i) of the Regulations, as well as reports on the Formal Tenders (Annexure A), Informal Tenders (Annexure B), and the Deviation Report (Annexure C & C.1);
- (b) That cognisance is taken of the services rendered for the period 1 April 2026 to 30 June 2026 with reference to the exceptions where it is impractical to test the market and therefore justified a deviation from the procurement processes in terms of paragraph 2(6) of the Supply Chain Management Policy (Annexure D). It must be noted that some payments must still be finalised for the 2025/2026 financial year. To comply with legislation in terms of quarter 4, any differences will be highlighted in the following SCM quarterly report, subject to figures/transactions that would have an impact on the completeness of the financial statements.

FURTHER RESOLUTION

- (c) That, with reference to the theft and vandalism at the Moorreesburg WWTW, the Director: Protection Services is requested to report on the procedures what the service provider's response is when an incident is observed during the 24/7 monitoring of cameras in the municipal area.

7.7 OUTSTANDING DEBTORS: JUNE 2026 (5/7/1/1)

A full report of the state of outstanding debtors was circulated with the Agenda.

RESOLUTION

(proposed by cllr N Smit, seconded by ald T van Essen)

That cognisance be taken of the report with reference to the state of the outstanding debtors of Swartland Municipality for June 2026.

7.8 PROGRESS ON OUTSTANDING INSURANCE CLAIMS (5/14/3/5)

In terms of the Asset Management Policy, a monthly report must be made regarding the outstanding insurance claims.

7.8/...

RESOLUTION

That cognisance be taken of the progress on outstanding insurance claims for the period ending 30 June 2026 as circulated with the agenda.

7.9 DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIR WORK TO TIPPER TRUCK, CK 41874 (8/1/B/2)

The Tipper Truck, CK 41874 is used at Malmesbury in the Department: Street Cleaning, and problems with the gearbox have been experienced.

RESOLUTION

- (a) That cognisance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy;
- (b) That cognisance be taken that the Municipal Manager has approved the replacement of the gearbox of tipper truck CK 41874 for the amount of R 79,188.56 excluding VAT by UD Trucks.
- (c) That cognisance be taken that in terms of paragraph 36(1) of the SCM Policy a formal tender process was not followed as UD Trucks is the support agent for UD trucks.
- (d) That it be noted that the expenditure will be allocated mSCOA Code: 9/4-66-5 and that there is sufficient funding available for the quoted amount of R 79,188.56 excluding VAT.
- (e) That the Senior Manager: Financial Statements and Asset Management be instructed to include the above reason as a note to the financial statements when compiled.

7.10 DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIR WORK TO UD TRUCK, QUON E04-CW26 370FC, CK 12625 (8/1/B/2)

The UD Truck, Quon E04-CW26 370FC, CK 12625 is used in the municipal area for the extraction of sewage suction tanks and with the annual roadworthiness test, several defects were identified that required urgent repairs.

RESOLUTION

- (a) That cognisance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy;
- (b) That cognisance be taken that the Municipal Manager has approved the necessary repairs to CK 12625 for the amount of R61,857.81 excluding VAT by UD Trucks Malmesbury.
- (c) That cognisance be taken that in terms of paragraph 2(6)(d) of the SCM Policy a formal tender process was not followed as UD Trucks is the OEM and support agent for UD Trucks.
- (d) That it be noted that the expenditure will be allocated to mSCOA Code: 9/4-41-5 and that there is sufficient funding available for the quoted amount of R61,857.81 excluding VAT.
- (e) That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(SIGNED) J H CLEOPHAS
EXECUTIVE MAYOR