



MINUTES OF A MEETING OF THE EXECUTIVE MAYORAL COMMITTEE HELD IN THE COUNCIL CHAMBER, MALMESBURY ON TUESDAY, 24 MARCH 2026 AT 10:00

PRESENT:

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

Members of the Mayoral Committee:

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

Speaker:

Ald M A Rangasamy

Officials:

Municipal Manager, Mr J J Scholtz
Director: Financial Services, Mr M Bolton
Director: Protection Services, Mr H Witbooi
Director: Electrical Engineering Services, Mr T Möller
Director: Civil Engineering Services, Mr L D Zikmann
Director: Development Services, Ms J S Krieger
Director: Corporate Services, Ms M S Terblanche
Senior Manager: Internal Audit, Ms J Erasmus
Senior Manager: Strategic Services, Ms O Fransman
Manager: Secretariat and Record Services, Ms N Brand

1. OPENING

The Chairperson welcomed members and requested Cllr N Smit to open the meeting with prayer.

2. APOLOGIES

No apologies were received.

3. PRESENTATIONS / DEPUTATIONS / SPEECHES

3.1 CENSUS SURVEY REQUEST

The Executive Mayor mentioned that ald T van Essen has been requesting a census survey for some time. The figures available to Swartland Municipality may be inaccurate due to the rapidly growing population in the Swartland municipal area and the "official" census statistics which also are already outdated.

RESOLUTION

That notice be taken of the request of the Executive Mayor to conduct a census survey in the Swartland municipal area for consideration, himself.

4. MINUTES

4.1 MINUTES OF AN ORDINARY EXECUTIVE MAYORAL COMMITTEE MEETING HELD ON 18 FEBRUARY 2026

Resolution/...

4.1/...

RESOLUTION

(proposed by cllr A K Warnick, seconded by cllr D G Bess)

That the minutes of an Ordinary Executive Mayoral Committee meeting held on 18 February 2026 be approved and signed by the Executive Mayor.

4.2 MINUTES OF A SPECIAL EXECUTIVE MAYORAL COMMITTEE MEETING HELD ON 17 MARCH 2026

RESOLUTION

(proposed by cllr A K Warnick, seconded by cllr D G Bess)

That the minutes of a Special Executive Mayoral Committee meeting held on 17 March 2026 be approved and signed by the Executive Mayor.

5. CONSIDERATION OF RECOMMENDATIONS FROM THE MINUTES

5.1 MINUTES OF A PORTFOLIO COMMITTEE MEETING HELD ON 11 MARCH 2026

Recommendations tabled for ratification:

5.1.1 MUNICIPAL MANAGEMENT, ADMINISTRATION AND FINANCE

RESOLUTION

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

That the recommendations in the relevant minutes are ratified by the Executive Mayor.

5.1.2 CIVIL AND ELECTRICAL SERVICES

RESOLUTION

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

That the recommendations in the relevant minutes are ratified by the Executive Mayor.

5.1.3 DEVELOPMENT SERVICES

RESOLUTION

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

That the recommendations in the relevant minutes are ratified by the Executive Mayor.

5.1.4 PROTECTION SERVICES

RESOLUTION

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

That the recommendations in the relevant minutes are ratified by the Executive Mayor.

6. MATTERS ARISING FROM THE MINUTES

6.1. WRITE-OFFS OF INDIGENT AND IRRECOVERABLE DEBT: FEBRUARY 2026 – ACTUAL AMOUNT WRITTEN OFF (5/7/3)

The report regarding the write-off of indigent and irrecoverable debt was presented to the Executive Mayoral Committee on 18 February 2026, subject to following the necessary administrative processes to determine the actual amounts to be written off.

RESOLUTION

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

- (a) That cognizance is taken that the actual amount written off in respect of indigent households amounted to R9 469 015.65 and in respect of other irrecoverable debt amounted to R4 135 489.06.

- (b) That further cognizance is taken that Swartland Municipality reserves the right to do a reversal of any amount that was written off to the relevant debtor and that all necessary steps will be taken to recover the debt, if it comes to light after the date of this approval that -
 - (i) a household did not comply with the indigent criteria (as determined in Chapter 7: of the Indigent Policy); or
 - (ii) a portion of, or the total debt of a debtor was not correct; or
 - (iii) information came forth that was not known to the Executive Mayoral Committee when the writing off was considered, that would have influenced the decision of the committee.
- (c) That cognizance is taken that if the property is alienated in any way; Swartland Municipality reserves the right to refuse clearance on the property in question in order to first recover the amounts written off. A register is kept in this regard at the Property Rates Division in order to determine if any amounts was written off for the previous two years, in order to recover the write-off amount before clearance is given.

7. NEW MATTERS

7.1 AMENDMENT OF THE INTEGRATED DEVELOPMENT PLAN (IDP) AND AREA PLANS (2/1/4/4/1)

The Senior Manager: Strategic Services mentioned that minor amendments have been made to the IDP, primarily due to changed financial information. The ward committees were consulted during October 2025 regarding the top ten priorities in each ward and were updated with the input received.

The draft IDP will be advertised for further public participation after presentation to Council.

The Senior Manager: Strategic Services further mentioned that the final information from the Provincial Department of Local Government is awaited for inclusion in the draft IDP.

RESOLUTION

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

- (a) That the Executive Mayoral Committee take cognizance of the amendment of the Integrated Development Plan (IDP) as well as the revision of the area plans in order to table it at the Council meeting in terms of section 17(3) of the MFMA;
- (b) That, although the Council has not approved MFMA Circular 88, Swartland Municipality will take part in the 2026/2027 DCoG pilot project and that the attached indicators that form part of the pilot project be noted;
- (c) That the DCoG indicators not be incorporated in the existing performance indicator tables in the IDP, but included as an annexure to the IDP; and
- (d) That a further consultation and refinement process be followed during April 2026.

7.2 BUDGET STEERING COMMITTEE TECHNICAL RECOMMENDATIONS FOR THE DRAFT MULTI-YEAR CAPITAL AND OPERATING BUDGETS, AMENDED BUDGET AND RELATED POLICIES, PROPERTY RATES, TARIFFS AND OTHER CHARGES FOR 2026/2027, 2027/2028 AND 2028/2029 FOR SPECIFIC PURPOSES OF GIVING EFFECT TO PUBLIC PARTICIPATION (5/1/1/1, 5/1/1/2)

Section 16(2) of the Local Government: Municipal Finance Management Act, Act 56 of 2003 (MFMA) stipulates that the Mayor must table the annual budget at a Council meeting at least 90 days before the start of the financial year.

The draft budget documents were considered by the Budget Steering Committee on 17 March 2026, for recommendation to the Executive Mayoral Committee.

The Director: Financial Services deals with the report and emphasised the following aspects:

- (1) The impact of the war in the Middle East, on the global economy and oil markets (expected growth of -2.9%) and the rise in the inflation rate to between 4.2% and 4.6% (the inflation

rate was expected to fall to between 3.4% and 3.7%);

- (2) The risks which were also discussed during the Budget Steering Committee meeting;
- (3) A total of 18 budget-related policies were reviewed and amendments made to 10 policies;
- (4) The enormous MTREF capital budget of R856.5 million which is substantially higher than that of other municipalities, and further pressure from requirements by National Treasury and mSCOA that provisions must be cash-backed;
- (5) Low tariff increases places a damper on the expenditure growth potential;
- (6) The growth percentages in income and expenditure for the MTREF are pointed out and emphasised that the negative growth in the 2nd year is not due to the cutting of service delivery expenses, but the construction of top structures;
- (7) An explanation of the NERSA application of 11.4% due to projects to increase capacity in Darling, Yzerfontein and in the south of Malmesbury.

The Chairperson gave the committee an opportunity for comments/inputs, and ald Van Essen submitted the following: [Note: The full presentation will be provided to the administration for consideration in the compilation of the 30-day MTREF budget, and the below is only a summary.]

- (1) Appreciation was expressed that the focus of the MTREF budget is to expand service capacity to accommodate population growth and development within the Swartland municipal area;
- (2) There are limited aspects in the budget—given that it is an election year—that will attract voters’ attention (as voters do not “see” important underground infrastructure). Furthermore, the highest priorities in the IDP are not sufficiently addressed in the budget, which could include more visible projects for voters, for example:
 - (i) Safer environment – lighting/cameras/sidewalks;
 - (ii) Cleaner environment – clean open spaces;
 - (iii) Development of open spaces and sports facilities – play equipment, mobile pavilions, trees, walking paths, etc.;
- (3) Ward projects already address many of the above, but could have a greater impact if more funding is allocated – a proposal was made that consideration be given to increasing ward project allocations, alternatively that provision be made separately in the capital budget for such projects;
- (4) Decisions by the National Department of Agriculture regarding the Subdivision of Agricultural Land Act, Act 70 of 1970, which prohibits development of agricultural land within the urban edge, place a constraint on private developments. The municipality should utilise the opportunity to make municipal erven available for development (the presentation refers to erven already serviced and others that could be made available via public auction);
- (5) Various projects from the capital budget were highlighted for clarity:
 - (i) The logic behind the phases relating to the upgrade of the Swartland Water Treatment Works, with reference to the pipeline between the Voëlvlei Dam and the Kasteelberg reservoir, which is ageing and should be prioritised, as well as the upgrade of the branch line (so-called D-Line) to the Riebeek Valley, which supplies water to only 16,000 residents;
 - (ii) Limited equipment for refuse removal and cleaning of illegal dumping – the budget only provides for replacement of vehicles and not the creation of additional capacity;
- (6) Various aspects from the operating budget were highlighted, and it was requested that:
 - (i) Water consumption by old age homes be determined and how much is saved given the tariff of R16.09/kl. Can the same principle not be considered in respect of electricity for old age homes?
 - (ii) Clarity be provided on the utilisation of the Equitable Share allocation;
- (7) Clarity is required regarding the definition of “senior citizen” in the Property Rates Policy, namely: “means a pensioner/person that reached retirement age, who is 60 years or older in the financial year for which the application for rebate is made, irrespective of his or her age at the time of application and no longer employed.”

7.2/...

Cllr A K Warnick requested that tariffs relating to the use of sports facilities be reviewed, possibly introducing an annual tariff, as the standard of some of the facilities does not justify the tariff. The Master Plan for Sports Facilities should be reviewed, and from this a pipeline for budgeting purposes should be developed.

The Director: Financial Services requested that, including figures that are not final, the following recommendations made by the Budget Steering Committee held on 17 March 2026, be considered and recommended by the Executive Mayoral Committee on 24 March 2026 for the purpose of tabling the 2026/27 to 2028/29 draft MTREF to Council (31 March 2026) for purposes of giving effect to the public process. Final approval will only take place on 28 May 2026.

RESOLUTION

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

- (a) That the EMC recommends the tabling of the draft budget to council, having regard for the impact that the reduced provincial allocations will have on the 2026/27 MTREF, the timing thereof and the fact that same will only be incorporated in the final draft budget to council (**Annexure F: Allocations to be included to Council**);
- (b) That the Director: Civil Engineering Services expand the Cost of Supply Studies for Water and Sanitations Services, to include Solid Waste Services;
- (c) Council to note that based on the latest guidance from NT, the capital expenditure to upgrade the electricity supply pertaining to Eskom's portion of the feed to the De Hoop substation, is now regarded as operational expenditure and the grant funding as Construction Contract Revenue. Based on the communication received from the DEE on the 11th of March, the substation project will be partially funded by INEP (R14 278 000) leaving a shortfall of R44 672 748 to be funded by council; with the resultant effect of a reduced surplus as council does not want to burden the public with these additional cash outflows;
- (d) Council to approve an amount of R15 505 200 in bridging finance for certain electrical infrastructure capital projects (**De Hoop R3 685 200, Moorreesburg R6 660 000 and Darling R5 160 000**), funded by CRR due to the timing of the Integrated National Electrification Programme (INEP) grant that may differ from the municipality's financial year in the context of funding approval requirements by the Department and when the projects had to be implemented in the municipal context;
- (e) That council takes note that the costs as envisaged by Section 19 (2)(a)(b) were derived after consultation with the respective director(s) who has confirmed the costs as per (**Annexure A: 2026/2027 – 2028/2029 Draft Budget and Tariff File**) and consider same;
- (f) That council prior to approving the draft capital projects above R 50 million as listed in (**Annexure B: 2026/2027 – 2030/2031 Capital Projects ito Sec 19**), first consider the projected cost covering all financial years until the project is operational and the future operational costs and revenue on the project, including municipal tax and tariff implications;
- (g) That council and the public take note that the planning of the 3 large infrastructure projects over the new MTREF as listed below, will not reduce the planned cash flows until real spending starts in year 3 of the MTREF and beyond. The cashflow budget schedules reflects the cash balances increasing, whilst it doesn't reflect the impact of material cash outflows for these projects yet, given the limitations in the NT-Schedule formulas, compared to the requirement placed on the municipality by the LTFP and CEF to model the revenue requirement over a 10-year horizon;
 - 1) Swartland Water Treatment Works involving UPGRADES to the treatment works @THE VOELVLEI DAM - This project will increase the treatment capacity of the Swartland Water Treatment Works from 27ml/d to 40ml/d in order to meet peak current and future water demand. Scope clarification, detail design and environmental authorisation will be concluded during the 2026/2027 and 2027/2028 financial years upon which the construction phase will follow for an estimated period of 36 months. The estimated cost of the project is R250 million.

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- 2) Swartland Water Treatment Works and the Kasteelberg Reservoirs - This project entails the upgrading of the bulk water supply pipe between the Swartland Water Treatment Works and the Kasteelberg Reservoirs. The supply capacity of the existing pipe must be increased to meet existing peak and future water demand. It is envisaged to install a new pipe alongside the existing pipe. Scope clarification, route identification, negotiations with land owners, environmental authorisation and detail design will be concluded during the 2026/2027 and 2027/2028 financial years upon which the construction phase will follow for an estimated period of 24 months. The estimated cost of the project is R200 million.
- 3) Darling Waste Water Treatment Works - This project will increase the treatment capacity of the Darling Waste Water Treatment Works from 1.9ml/d to 4.0ml/d. Loads imposed on the works frequently exceeds its treatment capacity and the upgrade is therefore required to meet increased in future demand. Scope clarification, detail design and environmental authorisation will be concluded during the 2026/2027 and 2027/2028 financial years upon which the construction phase will follow for an estimated period of 36 months. The estimated cost of the project is R91.5 million.
- (h) That council deemed it appropriate to consider the entire draft capital program excluding the 5 projects above R 50 million, listed in **(Annexure B: 2026/2027 – 2030/2031 Capital Projects to Sec 19)** as the aforementioned capital program's operational cost, inclusive of future costs will be covered either by the rates regime and/or the normal cost centres linked to those services, found in the operational budget;
- (i) That council considers the funding sources linked to council's draft capital program and take note that these funding sources are available and have not been committed for other purposes;

FINANCING SOURCES	DRAFT BUDGET 2026/27	DRAFT BUDGET 2027/28	DRAFT BUDGET 2028/29
Capital Replacement Reserve (CRR)	R 163 301 305	R 179 661 565	R 224 219 078
Municipal Infrastructure Grant (MIG)	R 25 680 000	R 28 129 000	R 28 907 000
Dept. of Infrastructure	R 38 657 000	R 103 110 672	R 20 000 000
Integrated National Electrification Programme (INEP)	R -	R 21 811 000	R 22 797 000
Dept. Cultural Affairs and Sport	R 121 739	R 43 478	R 43 478
GRAND TOTAL	R 227 760 044	R 332 755 715	R 295 966 556

- (j) That council approves the draft capital projects as part of its consolidated capital program as per **(Annexure A: 2026/2027 – 2028/2029 Draft Budget and Tariff File)**;
- (k) That the following draft total expenditure by vote (per directorate) be approved, which includes both operating and capital expenditure per directorate (VOTE), in order that departments pro-actively prevent unauthorised expenditure;

2026/27 MTREF	Capital Expenditure by Vote			Operating Expenditure by Vote			Total Expenditure by Vote		
	2026/27	2027/28	2026/27	2026/27	2027/28	2026/27	2026/27	2027/28	2026/27
R thousands									
Vote 1 - Corporate Services	354	277	229	51 868	55 508	58 776	52 221	55 785	59 005
Vote 2 - Civil Services	114 786	155 723	202 858	432 161	450 119	481 332	546 947	605 842	684 190
Vote 3 - Council	132	12	12	26 213	27 213	28 239	26 345	27 225	28 251
Vote 4 - Electricity Services	55 092	72 466	70 992	710 431	676 486	750 289	765 523	748 952	821 281
Vote 5 - Financial Services	986	434	525	94 746	100 847	107 623	95 732	101 281	108 148
Vote 6 - Development Services	47 197	103 205	20 098	211 075	167 552	43 477	258 272	270 756	63 575
Vote 7 - Municipal Manager	12	12	12	11 900	12 574	13 392	11 912	12 586	13 404
Vote 8 - Protection Services	9 202	627	1 240	140 988	151 914	163 327	150 190	152 541	164 567
Grand Total	227 760	332 756	295 967	1 679 382	1 642 212	1 646 455	1 907 142	1 974 968	1 942 421

7.2/...

- (l) That the draft high-level multi-year Capital and Operating budgets in respect of the **2026/2027 – 2028/2029** financial years, be approved, in accordance with sections 16, 17 and 19 of the MFMA;

	Original Budget 2025/2026	Mid-Year ADJB 2025/2026	Draft Budget 2026/2027	Draft Budget 2027/2028	Draft Budget 2028/2029
Capital budget	293 798 527	280 050 142	227 760 044	332 755 715	295 966 556
Operating Expenditure	1 458 809 231	1 515 384 860	1 679 382 134	1 642 212 376	1 646 454 792
Operating Revenue	1 606 490 727	1 725 538 886	1 782 813 138	1 907 544 589	1 808 538 265
Budgeted (Surplus)/ Deficit	(147 681 496)	(210 154 026)	(103 431 005)	(265 332 213)	(162 083 474)
Less: Capital Grants & Contributions	120 565 734	141 838 438	64 380 478	153 094 150	51 704 000
(Surplus)/ Deficit	(27 115 762)	(68 315 588)	(39 050 527)	(112 238 063)	(110 379 474)

- (m) That council approves the notice given in terms of section 14(1) and (2) of the Local Government: Municipal Property Rates Act, 2004, to levy the draft property tax rates, exemptions and rebates on property reflected in the schedule below and in the property rates policy for the 2026/2027 financial year with effect from 1 July 2026, for purposes of allowing for public participation;

Category of property	Rate ratio	Tax Rate
Residential properties	1: 1	R0.005831
Business and Commercial properties	1: 1,6671	R0.009721
Industrial properties	1: 1,6671	R0.009721
Agricultural properties	1: 0,25	R0.001458
Mining properties	1: 1,6671	R0.009721
Public Service Infrastructure	1: 0,25	R0.001458
Properties owned by an organ of state and used for public service purposes	1: 1,6671	R0.009721
Public Benefit Organizations	1: 0	R0.0
Vacant properties	1: 1,4965	R0.008726
Municipal properties	1: 0	R0.0
Conservation Areas	1: 0	R0.0
Protected Areas	1: 0	R0.0
National Monuments	1: 0	R0.0
Informal Settlements	1: 0	R0.0

Exemptions and Reductions

- **Residential Properties:** For all residential properties, the municipality will not levy a rate on the first R15 000 of the property's market value. The R15 000 is the statutory impermissible rate as per section 17(1)(h) of the Municipal Property Rates Act.

Rebates in respect of a category of owners of property are as follows:

- **Indigent owners:** 100 per cent rebate will be granted to registered indigent owners in terms of the Indigent Policy to a maximum valuation of R105 000;
- **Qualifying senior citizens, qualifying indigent owners and disabled persons:** A rebate to an amount equal to the rates payable on the first amount of the valuation of such property to a limit of R400 000 for the 2026/2027 financial year.

NB: Please refer to the municipality's property rates policy in respect of all rebates offered.

7.2/...

- (n) That council approve the draft property tax rates, tariff structures and charges for water, refuse removal, sewerage, electricity and other sundry charges as set out in **(Annexure A: 2026/2027 – 2028/2029 Draft Budget and Tariff File)**;
- (o) That council approve the electricity tariffs as draft for the 2026/2027 financial year, **bearing in mind the input received during public participation and NERSA’s review and final approval to be concluded only in May**;
- (p) That the annual budget tables as required by the Budget and Reporting Regulations be approved as set out in **(Annexure C: Budget Report and A-Schedules 2026/2027 – 2028/2029)**;
- (q) That **the amendments** to the budget and related policies as set out in **(Annexure D: Draft Amendments to Budget & Related Policies 2026/2027)** hereto, be approved for purposes of soliciting the views and comment from the public (non Budget Steering Committee recommendation);
- (r) That council takes note that any changes to budget related policies insofar as it relates to the delegations, will be amended after final budget adoption;
- (s) That the training budget of R 1 862 747 for the 2026/2027 financial year be approved as draft;
- (t) That Council takes note of the increases of senior management and staff which is negotiated and determined at a national level:
- In respect of all personnel, an increase of **4.75%** for 2026/2027; **5.25%** for 2027/2028 and **5.25%** for the 2028/2029 financial years, excluding the increase in other benefits that are applicable and the annual 2.415% notch increase where applicable;
 - All salary adjustments are adequately budgeted for;
 - Provision has been made for a **3%** increase for political office bearers.
- (u) That Council takes note of the budgeted operating surpluses and that the budget is “cash-funded” as a result of cash reserves in table A8, the total expenditure growth of **10.8%** from the current to the new financial year and the revenue streams with growth in revenue of **8.5% (excluding capital grant income)** for the MTREF period as well as the cash flow statement as per **(A-schedule A7)** for the next three financial years:
- the budgeted risk factor for cash coverage for operating expenses are **9.3 months** for 2026/27, **9.5 months** for 2027/28 and **9.7 months** for 2028/29;
 - over the next three financial years the planning is such that net operating surpluses **(excluding capital grant income)** are envisaged for 2026/27 to an amount of **R 39 050 527** (The INEP shortfall for the De Hoop substation alone will reduce the surplus to around R13 million), for 2027/28 an amount of **R 112 238 063** and for 2028/29 an amount of **R 110 379 474**;
- (v) That council takes note that the extensive revenue modelling exercise, includes a proportion for growth, given the trend of increased household consumption and services connection growth;
- (w) That the Chief Financial Officer adhere to the requirements of the Budget Reforms in the context of the reporting requirements to Provincial and National Treasury;
- (x) That Council specifically adhere to the requirements of the Provincial and National Treasury Budget Circulars as enclosed in **“Annexure E: Budget Circulars”**;
- (y) That Council take note that the budget was prepared in the new mSCOA Version 7.1 as required by National Treasury but that the mSCOA data strings could not be uploaded for verification purposes to ensure perfect alignment at the time of finalising the budget, due to NT’s System being down from 17-20 March 2026, to test the live chart;

- (z) That the process of soliciting public input, views or comments into the draft budget, **revised** budget and related policies and budget documents, inclusive of the property taxes and tariffs to close at 12 midday on **22 April 2026, which comment must be clearly marked “Draft Budget Input”**.

[Note: For completeness and implementation, reliance will be placed on the English version of the recommendations.]

FURTHER RESOLVED

- (aa) That the inputs/comments received during the discussion of the item will be considered by the administration during the compilation of the draft 30-day MTREF budget.

7.3 DRAFT 2026/2027 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) (2/4/2)

The Local Government: Municipal Finance Management Act, Act 56 of 2003 (MFMA) defines the Service Delivery and Budget Implementation Plan (SDBIP) as a detailed plan, approved by the Mayor of a municipality in terms of Section 53(1)(c)(ii) of the MFMA, for implementation of the municipality's delivery of services and of its annual budget.

The presentation of the SDBIP is made in terms of regulations 14 and 15 of the Municipal Budget and Reporting Regulations.

RESOLUTION (*for presentation to Council on 31 March 2026*)
(proposed by ald T van Essen, seconded by cllr N Smit)

- (a) That the Executive Mayoral Committee take cognisance of the attached draft 2026/2027 Service Delivery and Budget Implementation Plan (SDBIP) in order to table it at the Council meeting in terms of regulation 14 of the Municipal Budget and Reporting Regulations; and
- (b) That the SDBIP be submitted to National Treasury and Provincial Treasury in terms of regulation 15 of the Municipal Budget and Reporting Regulations.

7.4 DETERMINATION OF DEVELOPMENT CONTRIBUTIONS FOR 2025/2026 (15/1/B)

The development contributions are reviewed annually and aim to determine as accurately as possible the pro rata portion of the actual capital cost of the bulk infrastructure required to provide services to the relevant development.

Consideration is given annually to a discount on development contributions to serve as an incentive for developers to invest in the Swartland municipal area, and it is proposed that the 55% discount for the 2026/2027 financial year remains unchanged.

RESOLUTION (*for presentation to Council on 31 March 2026*)
(proposed by cllr D G Bess, seconded by cllr A K Warnick)

- (a) The attached categories of Development Charges for the 2026/2027 financial year be approved:
- “Greenfields” Development Charges for bulk electricity – (Annexure “A”).
 - “Brownfields” Development Charges for electricity – Swartland Municipal Area (Annexure “B”).
 - Development Charges for water – (Annexure “C”).
 - Development Charges for sewerage - (Annexure “D”).
 - Development Charges for roads - (Annexure “E”).
- (b) A rebate of 55% be considered regarding development charges in respect of the 2026/2027 financial year as an incentive to promote development and attract investors;
- (c) Developers have to enter into an agreement with the Municipality regarding the payment of charges in terms of the existing policies;
- (d) Actual Cost of Development Charges will apply to all developments, as determined and calculated by the Directors of Infrastructure/Civil Engineering Services and Electrical Engineering Services.

7.5 RESEAL OF ROADS PROGRAMME 2026/2027 (16/5/5/1)

An amount of R13 387 000 is available for the execution of the 2026/2027 Reseal Programme. The streets identified for resealing work in the respective towns were circulated with the Agenda.

RESOLUTION

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

- (a) That approval be granted for the implementation of the 2026/2027 Reseal Programme;
- (b) That it be noted that the above is a preliminary programme and may be scaled down due to expenditure on the preparatory work of the identified streets.

7.6 REVIEW OF THE COMBINED ASSURANCE POLICY (5/15/1/1)

The purpose of this framework is to establish a minimum guideline for the Municipality to enable the implementation of a combined assurance model to support the Performance and Risk Audit Committee in their work in this regard.

RESOLUTION

(proposed by cllr A K Warnick, seconded by cllr D G Bess)

That the revised Combined Assurance Policy be approved for immediate implementation.

7.7 REVIEW OF THE ENTERPRISE RISK MANAGEMENT POLICY (5/15/1/6)

The Enterprise Risk Management Policy aims to establish a process whereby risks can be identified that pose a threat to sustainable service delivery and the achievement of the Municipality's objectives. The process also involves mitigating the identified risks in order to optimise the management of the Municipality.

The Enterprise Risk Management Policy was circulated with the agenda, and the Senior Manager: Internal Audit confirms that no amendments have been made.

RESOLUTION

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

- (a) That the current Enterprise Risk Management Policy be approved as it will deliver a range of benefits to the municipality such as the following:
 - More efficient, reliable and cost effective delivery of services;
 - More reliable decisions;
 - Fewer surprises and crises by placing management in a position to effectively deal with potential new and emerging risks that may create uncertainty; and
 - Better outputs and outcomes through improved project and programme management;
- (b) The acceptance of the Risk Appetite Level at 15 - Impact x Likelihood = 15 (5x3) & (3x5);
- (c) Risk Tolerance Levels of 16 (4x4) and above are not acceptable and should be managed;
- (d) That the policy be submitted to Council for approval.

7.8 REVIEW OF THE FRAUD PREVENTION AND ANTI-CORRUPTION STRATEGY (5/15/1/6)

Swartland Municipality is committed by the organisation's ethical values to do business in an honest and transparent manner, and this forms the foundation of the Fraud Prevention and Anti-Corruption Strategy.

The strategy addresses the detection, prevention and combating of fraud and corruption in order to counteract it.

Resolution/...

7.8/...

RESOLUTION

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

That the amended Fraud Prevention and Anti-Corruption Strategy be approved.

7.9 MINUTES OF THE MUNICIPAL PERFORMANCE, RISK AND AUDIT COMMITTEE MEETING HELD ON 25 NOVEMBER 2025, INCLUDING THE BI-ANNUAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2025 (5/15/1/3)

The Performance, Risk and Audit Committee (PRAC) serves as a fully-fledged independent committee of Council and fulfils its function in terms of the provisions of Section 166 of the Local Government: Municipal Finance Management Act, No 56 of 2003 (MFMA).

The minutes of the PRAC held on 25 November 2025 were circulated with the agenda, and contains no recommendations for consideration by the Executive Mayoral Committee.

The half-yearly report of the PRAC for the period ended 31 December 2025 has been circulated with the agenda for information.

RESOLUTION

That cognizance be taken of the minutes of the meeting of the Municipality's Performance, Risk and Audit Committee of 25 November 2025 and the bi-annual report of the committee for the period ended 31 December 2025.

7.10 INFORMATION AND COMMUNICATION TECHNOLOGY: APPROVAL OF THE ICT POLICIES AS RECEIVED FROM THE WESTERN CAPE PROVINCIAL GOVERNMENT (6/2/1/3/1/B)

In 2015, the Municipality received the Policy regarding Municipal Information and Communication Technology as per Circular 6 of 2015 from the Department of Cooperative Governance, and implemented same.

A revised policy was made available by the Western Cape Government on 6 June 2025, which will replace the policy of 2015. A workshop was held on 25 and 26 September 2025 with representatives of the Western Cape Government to consider adjustments to the policy and to make it applicable to Swartland Municipality.

The amended policy was presented to the ICT Management Committee on 20 November 2025 and 19 February 2026 for finalisation and presentation to the Executive Mayoral Committee.

RESOLUTION

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

(a) That the following reviewed and updated ICT policies be approved and adopted for implementation from 1 July 2026, namely:

- (i) Policy for the Governance of the Municipal use of ICT;
- (ii) ICT Management Practice, Roadmap Items

7.11 GRANT- IN-AID TO GOUE AAR OLD AGE HOME

[The item was withdrawn and dealt with in-committee.]

7.12 SWARTLAND MUNICIPALITY: GENDER-BASED VIOLENCE STRATEGY (17/2/B)

The Director: Development Services presented the report and emphasised the need for a strategy to establish a coordinated framework to counter gender-based violence (GBVF). The implementation of the strategy is based on six pillars of being responsive to DBVF, namely:

- Pillar 1: Accountability/Coordination/Leadership
- Pillar 2: Preventing/Rebuilding Social Unity
- Pillar 3: Justice/Safety/Protection
- Pillar 4: Response/Care/Support/Healing
- Pillar 5: Economic power

– Pillar 6: Research/Information Management

GBVF is the largest human rights violation experienced in most communities across South Africa and therefore local government plays a critical role in coordinating initiatives, awareness campaigns and partnerships with various role players.

RESOLUTION

(proposed by cllr D G Bess, seconded by cllr A K Warnick)

That the attached Gender Based Violence and Femicide Strategy be approved.

7.13 POSSIBLE PURCHASE OF FIRE STATION SITUATED ON ERF 7576, MALMESBURY FROM THE WEST COAST DISTRICT MUNICIPALITY (17/5/B)

The Director: Protection Services provided background to the report for the possible purchase of the Fire Station currently operated by the West Coast District Municipality.

Confirmation was given that the facility can play an important role in the improvement of fire and emergency response services by Swartland Municipality to surrounding areas due to the favourable location of the facility.

RESOLUTION

(proposed by cllr A K Warnick, seconded by ald T van Essen)

- (a) That cognisance being taken of the offer made by the West Coast District Municipality to Swartland Municipality to purchase the fire station on Erf 7576, Malmesbury;
- (b) That an on-site inspection was conducted during December 2025 and that Swartland Municipality is interested in purchasing the property;
- (c) That cognisance being taken of the market value of R5 620 000, the replacement value of R6 400 000 and the asking price of the West Coast District Municipality of R7 443 990;
- (d) That approval be granted to the Municipal Manager to authorise him to finalize negotiations for the purchase price of R6 400 000 (VAT included);
- (e) That further approval be granted that the Health Inspectors of the West Coast District Municipality be accommodated, free of charge at the fire offices in Piketberg Road for a period of three years, with effect from 1 July 2026 or from the date of transfer of the fire station, after which a rental fee can be agreed upon if the facility is still being utilised by them.

7.14 TENDER L04/25/26: SALE OF ERF 470 (C/O SKOOL AND KORT STREETS), KALBASKRAAL (8/2/2/8)

On 21 August 2025, Council approved in principle for the alienation of Erf 470, Kalbaskraal.

RESOLUTION

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

- (a) That cognizance be taken of the processes followed for Tender L04/25/26 (Sale of Erf 470 Kalbaskraal) to be awarded to DCS Boerdery (Pty) Ltd at the amount of R420 000.00 excluding VAT;
- (b) That the transfer of the subject property to DCS Boerdery (Pty) Ltd be approved and the Agreement of Sale be signed by the Director: Corporate Services.

7.15 TENDER L03/25/26: SALE OF VACANT ERVEN 14205-14207 AND PORTION OF ERF 2386, MALMESBURY FOR RESIDENTIAL PURPOSES, SITUATED IN JAPONICA AND JAKARANDA STREETS (8/2/2/8)

On 19 May 2025, Council approved in principle the alienation of Erven 14205 to 14207 and portion of Erf 2386, Malmesbury for residential purposes.

Resolution/...

7.15/...

RESOLUTION

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

- (a) That cognizance be taken of the processes followed for Tender L03.25.26 for the Sale of Erven 14206, 14207 and RE Erf 2386 Malmesbury to be awarded to the following tenderers at the amounts as indicated:

NO.	TENDERER	ERF NO.	TENDER AMOUNT (Excluding VAT)
1.	Ahmed Ali Abdi	RE Erf 2386	R174 000,00
2.	Manrico Fortuin	14206	R118 000,00
3.	Orthaniel Hlope	14207	R117 000,00

- (b) That the transfer of the subject property to the abovementioned purchasers be approved and the Agreements of Sale be entered into by the Director: Corporate Services;
- (c) That it be noted that Council granted approval that should any or all of the properties remain unsold after the competitive process, it be sold out-of-hand on a 'first come first served' basis at the reserve price or higher, provided that the reserve price corresponds with fair market value (based on the municipal valuation of the property/properties when disposal takes place), and provided further that the Municipality shall make known its intention to sell the property out-of-hand from a given date.

7.16 WARD COMMITTEES: VARIOUS MATTERS (3/4/4/1)

The report aims to confirm arrangements regarding the functioning of ward committees closer to the local elections, as well as to obtain approval for the dissolution of Ward 4 which currently has x6 vacancies.

RESOLUTION (for submission to Council on 31 March 2026)

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

- (a) That Council approves the dissolution of Ward 4 with effect from 1 April 2026, for the following reasons:
- (i) insufficient time remains before the local government elections (anticipated to take place in November/December 2026) to elect and adequately train new members to fulfil their responsibilities as members of the Ward Committee; and
 - (ii) only three (3) meetings remain scheduled for the current term;
- (b) That Council approves that the filling of vacancies for all other Ward Committees be suspended for the remainder of the current term;
- (c) That Council approves the suspension of Ward Committee operations with effect from three (3) months prior to the date of the local government elections, on condition that Ward Committee members continue to receive the applicable allowances for meetings not convened during this period.

7.17 ANNUAL GENERAL MEETING: LOCAL AUTHORITIES RETIREMENT FUND: APPOINTMENT OF NOMINEES (11/1/2/5)

The 42nd Annual General Meeting of the Local Authorities Retirement Fund will take place on 22 May 2026 and the Municipality may appoint one delegate from among the members and one delegate from among the councillors.

RESOLUTION

(proposed by cllr D G Bess, seconded by cllr A K Warnick)

- (a) That it be noted that Mr A M Zaayman has been nominated to represent the members at the Annual General Meeting of the Local Authorities Retirement Fund on 22 May 2026;
- (b) That cllr N Smit be nominated to represent the Council at the meeting.

7.18 OUTSTANDING DEBTORS: FEBRUARY 2026 (5/7/1/1)

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

RESOLUTION

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

7.19 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.

RESOLUTION

That cognizance be taken of the state of outstanding insurance claims up to and including 28 February 2026 as circulated with the agenda.

7.20 DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: SERVICE OF CK 32363 (8/1/B/2)

The Isuzu Crane Truck, CK 32363, is used by the Department of Electrical Engineering Services in Malmesbury and has been sent to Isuzu Malmesbury [Perdeberg Motor Group (Pty) Ltd]] for an annual service.

RESOLUTION

- (a) That cognizance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy;
- (b) That cognizance be taken that the Municipal Manager has approved the service of the Crane Truck CK 32363 for the amount of R 33 794.81 including VAT by Isuzu Malmesbury;
- (c) That cognizance be taken that in terms of paragraph 2(6) (d) of the SCM Policy a formal tender process was not followed due to the vehicle being taken to the OEM and supplier of the vehicle;
- (d) That the expenditure will be allocated to mSCOA Code: 9/7-26-5 and that there is sufficient funding available for the quoted amount of R 33 794.81 including 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.

7.21 DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIR AND REPLACEMENT OF BATTERIES AND BATTERY CHARGER FOR PIETER BERGH SUBSTATION (8/1/B/2)

The DC room at the Pieter Bergh Substation was broken into and the batteries and charger were removed. When a substation does not have DC-(110 Volt) supply, the systems that protect the substation are out of order and all customers are fed by the substation simply in case a network fault occurs.

RESOLUTION

- (a) That cognizance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy;
- (b) That cognizance be taken that the Municipal Manager has approved the service of the repair and replacement of the battery charger and batteries to the value of R74 659.15 including VAT by Static Power;
- (c) That cognizance be taken that the reason for the deviation is the emergency that arose due to unauthorised access and vandalism to the Pieter Bergh substation;

- (d) That the expenditure will be allocated to mSCOA Vote Nr 9/253-743-1001 and that there is sufficient funding available for the quoted amount of R 74 659 .15 including 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.

7.22 DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: REPAIRS TO NISSAN LDV CK 43887 (8/1/B/2)

The Nissan vehicle, CK 43887, is used in Darling by the Traffic and Law Enforcement Department for routine patrols and actions against violations of by-laws and traffic rules.

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 cognizance be taken that the Municipal Manager has approved the repairs of the Nissan LDV, CK 43887 for the amount of R 32 519.14 excluding VAT by Nissan Malmesbury;
- (c) That cognizance be taken that in terms of paragraph 2(6)(d) of the SCM Policy a formal tender process was not followed as Nissan Malmesbury is the support agent for Nissan Vehicles;
- (d) That the expenditure will be allocated to m-SCOA Code: 9/2-52-5 and that there is sufficient funding available for the quoted amount of R 32 519.14 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.

7.23 DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES: URGENT REPAIRS TO VANDALIZED TELEMETRY EQUIPMENT AT THE CHATSWORTH RESERVOIRS (8/1/B/2)

The purpose of the telemetry equipment is to monitor the water levels of the reservoirs for the operation of the booster pumps. If the system does not function fully, it could mean that water is not supplied to the reservoirs.

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 it be noted and the action of the Municipal Manager be condoned with regard to the repairs of the telemetry system at the Chatsworth reservoirs by Spectrum Communications for the amount of R 47,377.29 (excluding VAT);
- (c) That the reason for the deviation from the prescribed procurement process be recorded as follows:
 - (i) The telemetry system which controls the level of the reservoirs through the switching of booster pumps was not operational following an incident of vandalism;
 - (ii) If left out of service, water supply to the reservoirs would fail and repairs therefore had to be done as an emergency;
- (d) That it be noted that the expenditure was allocated mSCOA Code: 9/249-1143-543 and that there is sufficient funding available for the quoted amount of R 47,377.29 (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.