



**NOTULE VAN 'N VERGADERING VAN DIE SWARTLAND MUNISIPALE RAAD GEHOUD IN DIE STADSAAL, MALMESBURY OP WOENSDAG, 26 APRIL 2023 OM 10:00**

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**TEENWOORDIG:**

Speaker, rdh M A Rangasamy  
Uitvoerende Burgemeester, rdh J H Cleophas  
Uitvoerende Onderburgemeester, rdl J M de Beer

**RAADSLEDE:**

|                     |                    |
|---------------------|--------------------|
| Bess, D G (DA)      | Penxa, B J (ANC)   |
| Booyesen, A M (VF)  | Pieters, C (ANC)   |
| Daniels, C (DA)     | Pypers, D C (DA)   |
| Duda, A A (EFF)     | Smit, N (DA)       |
| Fortuin, C (ANC)    | Soldaka, P E (ANC) |
| Jooste, R J (DA)    | Van Essen, T (DA)  |
| Le Minnie, I S (DA) | Van Zyl, M (DA)    |
| Ngozi, M (ANC)      | Vermeulen, G (VF)  |
| O'Kennedy, E C (DA) | Warnick, A K (DA)  |
| Papier, J R (GOOD)  |                    |

Beampies:

Munisipale Bestuurder, mnr J J Scholtz  
Direkteur: Elektriese Ingenieursdienste, mnr T Möller  
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann  
Direkteur: Finansiële Dienste, mnr M A C Bolton  
Direkteur: Beskermingsdienste, mnr P A C Humphreys  
Direkteur: Korporatiewe Dienste, me M S Terblanche  
Direkteur: Ontwikkelingsdienste, me J S Krieger  
Bestuurder: Sekretariaat en Rekords, me N Brand

**1. OPENING**

Die Speaker verwelkom die Uitvoerende Burgemeester, die Uitvoerende Onderburgemeester, raadshere, raadslede, amptenare, die tolk en lede van die publiek.

Rdl G Vermeulen open die vergadering met skriflesing en gebed op versoek van die Speaker.

**2. VERLOF TOT AFWESIGHEID**

Verlof tot afwesigheid word verleen aan rdh B J Stanley.

**3. AFVAARDIGINGS/VERKLARINGS EN MEDEDELINGS/VOORLEGGINGS**

**3.1 OORHANDIGING VAN TOEKENNINGS**

Die Munisipale Bestuurder noem dat die Munisipaliteit verskeie toekennings vanaf die Nasionale Departement van Water en Sanitasie ontvang het as erkenning van die implementering en effektiewe bestuur van die Rioolsuiweringswerke (WWTW).

Die Munisipale Bestuurder bevestig die belangrikheid om in grootmaat infrastruktuur te belê ten einde groei en voortuiging in die Swartland munisipale gebied te bevorder.

Die Munisipale Bestuurder noem dat die Raad van die geleentheid gebruik wil maak om die betrokkenes, ingesluit die voormalige kollegas, nl. die Direkteur: Siviele Ingenieurs-



**MINUTES OF A MEETING OF THE SWARTLAND MUNICIPAL COUNCIL HELD IN THE TOWN HALL, MALMESBURY ON WEDNESDAY, 26 APRIL 2023 AT 10:00**

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**PRESENT:**

Speaker ald M A Rangasamy  
Executive Mayor, ald J H Cleophas  
Deputy Executive Mayor, clr J M de Beer

**COUNCILLORS:**

|                     |                    |
|---------------------|--------------------|
| Bess, D G (DA)      | Penxa, B J (ANC)   |
| Booyesen, A M (VF)  | Pieters, C (ANC)   |
| Daniels, C (DA)     | Pypers, D C (DA)   |
| Duda, A A (EFF)     | Smit, N (DA)       |
| Fortuin, C (ANC)    | Soldaka, P E (ANC) |
| Jooste, R J (DA)    | Van Essen, T (DA)  |
| Le Minnie, I S (DA) | Van Zyl, M (DA)    |
| Ngozi, M (ANC)      | Vermeulen, G (VF)  |
| O'Kennedy, E C (DA) | Warnick, A K (DA)  |
| Papier, J R (GOOD)  |                    |

Officials:

Municipal Manager, mr J J Scholtz  
Director: Electrical Engineering Services, mr T Möller  
Director: Civil Engineering Services, mr L D Zikmann  
Director: Financial Services, mr M A C Bolton  
Director: Protection Services, mr P A C Humphreys  
Director: Corporate Services, ms M S Terblanche  
Director: Development Services, ms J S Krieger  
Manager: Secretarial and Records, ms N Brand

**1. OPENING**

The Speaker welcomed the Executive Mayor, the Deputy Executive Mayor, aldermen, councillors, officials, the interpreter and members of the public.

Clr G Vermeulen opened the meeting with a scripture reading and a prayer at the request of the Speaker.

**2. APOLOGIES**

Apology received from ald B J Stanley.

**3. DEPUTATIONS/DECLARATIONS AND COMMUNICATIONS/SUBMISSIONS**

**3.1 HANDING OUT OF AWARDS**

The Municipal Manager stated that the Municipality had received various awards from the National Department of Water and Sanitation in recognition of the implementation and effective management of the Sewerage Purification Works (WWTW).

The Municipal Manager confirmed the importance of investing in bulk infrastructure in order to progress growth and prosperity in the Swartland municipal area.

3.1/...

dienste, mnr At Botha, die Direkteur: Finansiële Dienste, mnr Kenny Cooper en die voormalige Uitvoerende Burgemeester, rdh T van Essen, te vereer vir die uitstekende prestasie en harde werk om hierdie toekennings moontlik te maak.

Die volgende toekennings word oorhandig deur onderskeidelik die Uitvoerende Burgemeester, die Speaker en rdh T van Essen aan –

- (1) Mnr Hendrik Strydom van Malmesbury WWTW – toekenning as beste proseskontroleerder;
- (2) Mnr Willie Maarman van Riebeeck Vallei WWTW – toekenning as beste WWTW met 'n kapasiteit van minder as 5 megaliter/dag;
- (3) Mnre Franscois Malan, Hendrik Strydom, Wilfred Barendse, Randall Jenneke en me Clerise Fortuin van Malmesbury WWTW – toekenning as beste WWTW met 'n kapasiteit van tussen 5 tot 10 megaliter/dag.

#### **VIR KENNISNAME**

### **4. NOTULES VIR BEKRAGTIGING**

#### **4.1 NOTULE VAN 'N GEWONE RAADSVERGADERING GEHOU OP 30 MAART 2023**

##### **BESLUIT**

(op voorstel van rdl N Smit, gesekondeer deur rdl E C O'Kennedy)

Dat die notule van Gewone Raadsvergadering gehou op 30 Maart 2023 goedgekeur en deur die Speaker onderteken word.

### **5. VERSLAGDOENING INSAKE GEDELEGEERDE BESLUITNEMING DEUR DIE UITVOERENDE BURGEMEESTER**

#### **BESLUIT**

Dat kennis geneem word van die Uitvoerende Burgemeester se besluite ingevolge gedelegeerde bevoegdheid, soos vervat in die onderstaande notules:

#### **5.1 NOTULE VAN 'N GEWONE VERGADERING VAN DIE UITVOERENDE BURGE-MEESTERSKOMITEE GEHOU 23 MAART 2023**

saamgelees met

#### **NOTULE VAN 'N VERGADERING VAN PORTEFEULJEKOMITEES GEHOU OP 8 MAART 2023**

### **6. VERSLAGDOENING INSAKE GEDELEGEERDE BESLUITNEMING DEUR DIE MUNISIPALE BESTUURDER**

#### **BESLUIT**

Dat kennis geneem word van die Munisipale Bestuurder se besluite ingevolge gedelegeerde bevoegdheid, soos vervat in die onderstaande notule:

#### **6.1 NOTULE VAN 'N BODBEOORDELINGSKOMITEE GEHOU OP 14 FEBRUARIE 2023**

### **7. SAKE VOORTSPRUITEND UIT DIE NOTULES**

Geen.

### **8. SAKE VIR BESPREKING**

#### **8.1 VOORLEGGING VAN KONSEP VERORDENING INSAKE ELEKTRISITEITS-VOORSIENING (1/1, 1/1/3/16)**

Die wysigings aan die Elektrisiteitsverordening handel hoofsaaklik met die regulering van geïntegreerde opwekking, tolkragverspreiding (wheeling) en die herverkoop van elektrisiteit.

3.1/...

The Municipal Manager stated that the Council wished to take the opportunity to honour those involved, including previous colleagues, namely the Director: Civil Engineering Services, mr At Botha, the Director: Financial Services, mr Kenny Cooper and the former Executive Mayor, ald T van Essen for their outstanding performance and hard work which made these awards possible.

The following awards were handed out by the Executive Mayor, the Speaker and ald T van Essen -

- (1) Mr Hendrik Strydom from Malmesbury WWTW – award as best process controller;
- (2) Mr Willie Maarman of Riebeek Valley WWTW – award as best WWTW with a capacity of less than 5 megaliter/day;
- (3) Messrs Franscois Malan, Hendrik Strydom, Wilfred Barendse, Randall Jenneke and ms Clerise Fortuin of Malmesbury WWTW – award as best WWTW with a capacity of between 5 to 10 megaliter/day.

#### **FOR NOTING**

### **4. MINUTES FOR RATIFICATION**

#### **4.1 MINUTES OF AN ORDINARY COUNCIL MEETING HELD ON 30 MARCH 2023**

##### **RESOLUTION**

(proposed by clr N Smit, seconded by clr E C O'Kennedy)

That the minutes of an Ordinary Council Meeting held on 30 March 2023 are approved and signed by the Speaker.

### **5. REPORTING IN RESPECT OF DELEGATED DECISION MAKING BY THE EXECUTIVE MAYOR**

#### **RESOLUTION**

That note is taken of the decisions made by the Executive Mayor in accordance with his delegated powers in the following minutes:

#### **5.1 MINUTES OF AN ORDINARY MEETING OF THE EXECUTIVE MAYOR'S COMMITTEE HELD ON 23 MARCH 2023**

read in conjunction with

#### **MINUTES OF A PORTFOLIOS COMMITTEE MEETING HELD ON 8 MARCH 2023**

### **REPORTING IN RESPECT OF DELEGATED DECISION MAKING BY THE MUNICIPAL MANAGER**

#### **RESOLUTION**

That note is taken of the decisions made by the Municipal Manager in accordance with his delegated powers in the following minutes:

#### **6.1 MINUTES OF A TENDER AWARD COMMITTEE MEETING HELD ON 14 FEBRUARY 2023**

### **7. MATTERS ARISING FROM THE MINUTES**

None.

### **8. MATTERS FOR DISCUSSION**

#### **8.1 SUBMISSION OF DRAFT REGULATION IN RESPECT OF PROVISION OF ELECTRICITY (1/1, 1/1/3/16)**

The amendments to the Electricity Regulation deal mainly with the regulation of integrated generation, wheeling and the resale of electricity.

8.1/...

Verder is daar geringe wysigings aangebly ten einde die verordening in lyn te bring met die beginsels van die Electricity Regulation Act (Act 4 of 2006 – slegs uitgegee in Engels).

Die Speaker bring die aangeleentheid tot stemming (in die afwesigheid van een raadslid) en word –

#### **EENPARIG BESLUIT**

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

- (a) Dat die Raad die volgende konsep verordening in beginsel goedkeur:
  - Swartland Munisipaliteit: Verordening insake Elektriesiteitsvoorsiening
- (b) Dat die konsep verordening vir publieke kommentaar geadverteer word in terme van artikel 12(3)(b) van die Stelselwet, 2000, in die plaaslike media sowel as op die munisipale webtuiste.

#### **8.2 ONREËLMATIGE UITGAWE SOOS GERAPPORTEER DEUR OUDITEUR-GENERAAL (AGSA) IN DIE VERSLAG VAN 2021/2022 FINANSIËLE JAAR (5/15/1/5)**

Die Munisipale Bestuurder bevestig dat die verslag van die Ouditeur-Generaal waarin die inligting voorkom, reeds as deel van die 2021/2022 Jaarverslag aan raadslede voorsien is. Verder het die Ouditeur-Generaal 'n voorlegging aan die Publieke Verantwoordbaarheidskomitee (MPAC) gedoen op 9 Maart 2023 insake die uitslag van die eksterne audit.

Die rapportering van die onreëlmatige uitgawe is ingevolge die Raad se beleid na die Dissiplinêre Raad verwys vir ondersoek ten einde die afskrywing van die onreëlmatige uitgawe te bevestig.

Die ondersoek van die Dissiplinêre Raad soos aangeheg tot die verslag bevat volledige inligting aangaande die onreëlmatige uitgawe, sowel as aanbevelings om soortgelyke nie-nakoming van Regulasies te voorkom.

#### **BESLUIT**

(op voorstel van rdl N Smit, gesekondeer deur rdl D G Bess)

- (a) Dat kennis geneem word van die verslag van die Dissiplinêre Raad insake die onreëlmatige uitgawe soos gerapporteer deur die Ouditeur-Generaal;
- (b) Dat die gevolgtrekking en aanbeveling deur die Dissiplinêre Raad as volg bevestig word:
  - (i) Dat die onreëlmatige uitgawe van R435 563,00 as oninvorderbaar bevestig word en afgeskryf word, aangesien die Munisipaliteit waarde vir geld gekry het en daar geen verliese gely is nie;
  - (ii) Dat die amptenare betrokke by die tenderproses in goeder trou opgetree het en die nie-nakoming van die Regulasies nie toegeskryf kan word aan opsetlike of growwe nalatigheid, bedrog of om opsetlik oneerlik te wees nie;
  - (iii) Dat die aanbeveling deur die Kantoor van die Ouditeur-Generaal om alle amptenare in te lig aangaande die minimum vereistes insake *local content* reeds aangespreek is deur werkwinkels met kontrakeienaars en -bestuurders;
  - (iv) Dat die minimum vereistes insake *local content* met ingang van 16 Januarie 2023 uit die Voorkeurverkrygingsregulasies verwyder is en daarom sal daar geen verdere regstellende aksies nodig wees nie;
- (c) Dat die bevinding van die Dissiplinêre Raad aan die LUR vir Plaaslike Regering en die Ouditeur-Generaal voorsien word.

8.1/...

Minor amendments have also been introduced in order to bring the regulation into line with the principles of the Electricity Regulation Act (Act 4 of 2006 –only available in English).

The Speaker brought the matter to the vote and (in the absence of one councillor) –

#### **UNANIMOUS RESOLUTION**

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

- (a) That the Council approve the following draft by-law in principle:
  - Swartland Municipality: By-law regarding Electricity Supply;
- (b) That the draft by-law is advertised for public comment in terms of section 12(3)(b) of the Systems Act, 2000, in the local media as well as on the municipal website.

#### **8.2 IRREGULAR EXPENDITURE AS REPORTED BY THE AUDITOR GENERAL (AGSA) IN THE REPORT OF THE 2021/2022 FINANCIAL YEAR (5/15/1/5)**

The Municipal Manager confirmed that the report from the Auditor General, from which the information came, has already been distributed to councillors as part of the 2021/2022 Annual Report. The Auditor General also made a submission to the Public Accountability Committee (MPAC) on 9 March 2023 in respect of the external audit.

The report in respect of irregular expenditure was referred to the Disciplinary Council for investigation, in accordance with the Council's policy, in order to confirm the write-off of the irregular expenditure.

The Disciplinary Council's investigation, as attached to the report, contains complete information in respect of irregular expenditure, as well as recommendations in order to prevent the non compliance with the Regulations.

#### **RESOLUTION**

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

- (a) That the investigation by the Disciplinary Board regarding the irregular expenditure as reported by the Auditor-General be noted;
- (b) That the conclusion and recommendation to council as indicated in the report is as follows:
  - (i) That the irregular expenditure of R435 563 be certified as irrecoverable and written off as the municipality received value for money and suffered no loss;
  - (ii) That the staff members involved in the tender process acted in good faith and the non-compliance was not as a result of deliberate or gross negligence or as a result of fraud or other dishonest intent by the relevant staff members;
  - (iii) That recommendations made in the AG's report to sensitise all user of the requirements to include minimum thresholds and other requirements have already been implemented via workshops with all Contract Owners and Champions;
  - (iv) That the threshold for minimum local content has subsequently been removed from the new SCM Preferential Regulations and SCM policy with effect from 16 January 2023 and therefore no further corrective action would be required;
- (c) That the findings of the Disciplinary Council be provided to the MEC for Local Government and the Auditor-General.

### **8.3 KWARTAALVERSLAG (ART 52 VAN MFMA): JANUARIE TOT MAART 2023 (7/1/2/2-2)**

Die voorlegging van die kwartaalverslag word voorgeskryf deur Artikel 52(d) van die MFMA.

Die voorlegging van die verslag aan die Raad dien as een van die Uitvoerende Burgemeester se algemene verantwoordelikhede om die Raad in te lig aangaande die implementering van die begroting en die stand van die finansiële sake van die Munisipaliteit.

Die kwartaalverslag is bespreek tydens 'n vergadering van die Munisipale Publieke Verantwoordbaarheidskomitee gehou op 25 April 2023 ten einde dié komitee se oorsigrol te vervul.

#### **BESLUIT**

(op voorstel van rdl E C O'Kennedy, gesekondeer deur rdd M van Zyl)

Dat die Raad kennis neem van die aangehegte kwartaalverslag, soos voorgeskryf deur Artikel 52 van die Wet op Munisipale Finansiële Bestuur, Wet 56 van 2003 ten opsigte van die implementering van die begroting sowel as die prestasie teenoor die Topvlak Dienslewering- en Begrotingimplementeringsplan van die Munisipaliteit vir die periode 1 Januarie 2023 tot 31 Maart 2023.

**GETEKEN:  
SPEAKER**

### **8.3 QUARTERLY REPORT (SEC 52 OF MFMA): JANUARY TO MARCH 2023 (7/1/2/2-2)**

The submission of the quarterly report is prescribed by Section 52(d) of the MFMA.

The submission of the report to the Council serves as one of the Executive Mayor's general responsibilities in order to inform the Council in respect of the implementation of the budget and the state of the financial matters of the Municipality.

The quarterly report was discussed during a meeting of the Municipal Public Accountability Committee, held on 25 April 2023, in order to fulfil the latter's oversight role.

#### **RESOLUTION**

(proposed by cllr E C O'Kennedy, seconded by add M van Zyl)

That Council takes cognisance of the attached quarterly report, as required by Section 52 of the Municipal Finance Management Act, Act 56 of 2003 in respect of the implementation of the budget as well as the performance against the Top Layer Service Delivery and Budget Implementation Plan of the municipality for the period 1 January to 31 March 2023.

**SIGNED  
SPEAKER**



**NOTULE VAN 'N VERGADERING VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE GEHOU IN DIE BANKETSAAL, MALMESBURY OP WOENSDAG, 19 APRIL 2023 OM 14:00**

**TEENWOORDIG:**

Uitvoerende Burgemeester, rdh J H Cleophas (voorsitter)  
Uitvoerende Onderburgemeester, rdl J M de Beer

Lede van die Burgemeesterskomitee:

Rdl D G Bess  
Rdl N Smit  
Rdh T van Essen

Ander raadslede:

Die Speaker, rdl M A Rangasamy

Beamptes:

Waarnemende Munisipale Bestuurder, me J S Krieger  
Direkteur: Finansiële Dienste, mnr M Bolton  
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann  
Direkteur: Elektriese Ingenieursdienste, mnr T Möller  
Direkteur: Korporatiewe Dienste, me M S Terblanche  
Snr Bestuurder: Strategiese Dienste, me O Fransman  
Bestuurder: Sekretariaat en Rekordsdienste, me N Brand

**1. OPENING**

Die Uitvoerende Burgemeester verwelkom lede en versoek rdl D G Bess om die vergadering met gebed te open.

**2. VERLOF TOT AFWESIGHEID**

Dat **KENNIS GENEEM** word van die verskonings ontvang vanaf rdl A K Warnick, die Munisipale Bestuurder en die Direkteur: Beskermingsdienste.

**3. VOORLEGGINGS/AFVAARDIGINGS/SPREEKBEURTE**

Geen.

**4. NOTULES**

**4.1 NOTULE VAN 'N GEWONE UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING GEHOU OP 22 MAART 2023**

**BESLUIT**

(op voorstel van rdl J M de Beer, gesekondeer deur rdl N Smit)

Dat die notule van 'n Gewone Uitvoerende Burgemeesterskomiteevergadering gehou op 22 Maart 2023 goedgekeur en deur die Burgemeester onderteken word.

**5. OORWEGING VAN AANBEVELINGS UIT DIE NOTULE**

**5.1 NOTULE VAN PORTEFEULJEKOMITEESVERGADERING GEHOU OP 12 APRIL 2023**



**MINUTES OF A MEETING OF THE EXECUTIVE MAYOR'S COMMITTEE HELD IN THE BANQUETING HALL, MALMESBURY ON WEDNESDAY, 19 APRIL 2023 AT 14:00**

**PRESENT**

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

Members of the Mayor's Committee:

Clr D G Bess  
Clr N Smit  
Ald T van Essen

Other councillors:

The Speaker, clr M A Rangasamy

Officials:

Acting Municipal Manager, ms J S Krieger  
Director: Financial Services, mr M Bolton  
Director: Civil Engineering Services, mr L D Zikmann  
Director: Electrical Services, mr T Möller  
Director: Corporate Services, ms M S Terblanche  
Snr Manager: Strategic Services ms O Fransman  
Manager: Secretarial and Record Services, ms N Brand

**1. OPENING**

The Executive Mayor welcomed members and requested clr D G Bess to open the meeting with a prayer.

**2. APOLOGIES**

That **NOTE IS TAKEN** of the apologies received from clr A K Warnick, the Municipal Manager and the Director: Protection Services.

**3. SUBMISSIONS/DEPUTATIONS/COMMUNICATIONS**

None.

**4. MINUTES**

**4.1 MINUTES OF AN ORDINARY EXECUTIVE MAYOR'S COMMITTEE MEETING HELD ON 22 MARCH 2023**

**RESOLUTION**

(proposed by clr J M de Beer, seconded by clr N Smit)

That the minutes of an Ordinary Executive Mayor's Committee Meeting held on 22 March 2023 are approved and signed by the Mayor.

**5. CONSIDERATION OF RECOMMENDATIONS IN THE MINUTES**

**5.1 MINUTES OF A PORTFOLIOS COMMITTEE MEETING HELD ON 12 APRIL 2023**

### 5.1.1 MUNISIPALE BESTUUR, ADMINISTRASIE EN FINANSIES

#### BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdl D G Bess)

Dat die Uitvoerende Burgemeester die aanbevelings in die betrokke notule bekragtig.

### 5.1.2 SIVIELE EN ELEKTRIESE DIENSTE

#### BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdl D G Bess)

Dat die Uitvoerende Burgemeester die aanbevelings in die betrokke notule bekragtig.

### 5.1.3 ONTWIKKELINGSDIENSTE

#### BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdl D G Bess)

Dat die Uitvoerende Burgemeester die aanbevelings in die betrokke notule bekragtig.

### 5.1.4 BESKERMINGDIENSTE

#### BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdl D G Bess)

Dat die Uitvoerende Burgemeester die aanbevelings in die betrokke notule bekragtig.

## 6. SAKE VOORTSPRUITEND UIT DIE NOTULES

Geen.

## 7. NUWE SAKE

### 7.1 WYSIGINGS AAN DIE 2022/2023 DIENSLEWERING- EN BEGROTING-IMPLEMENTERINGSPLAN (SDBIP) (2/4/2)

Die Dienslewering- en Begrotingimplementeringsplan (SDBIP) vir die 2022/2023 finansiële jaar is op 15 Junie 2022 deur die Uitvoerende Burgemeesterskomitee goedgekeur.

Die goedkeuring van die 2022/2023 Spesiale Aansuiweringsbegroting deur die Raad op 30 Maart 2023 noodsaak wysigings aan die SDBIP.

#### BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdh T van Essen)

Dat die gewysigde Dienslewering- en Begrotingimplementeringsplan (SDBIP) vir die 2022/2023 finansiële jaar in terme van artikel 54(1)(c) van die Wet op Munisipale Finansiële Bestuur (Wet 56 van 2003) goedgekeur word.

### 7.2 SWARTLAND MUNISIPALITEIT: BELEID INSAKE GEÏNTEGREERDE OPWEKKING (16/2/B)

Die Direkteur: Elektriese Ingenieursdienste verduidelik die doelwitte van die Beleid insake Geïntegreerde Opwekking.

Die Direkteur: Elektriese Ingenieursdienste noem dat die beleid die insluiting van geïntegreerde opwekking by die netwerk fasiliteer om die kraggehalte en veiligheid van die stelsels te verseker, asook om kwessies rakende die inkomstebronne van die Munisipaliteit aan te spreek. Die beleid ondersteun die plaaslike hernubare energiebedryf en groen ekonomie en gepaardgaande werkskepping.

### 5.1.1 MUNICIPAL MANAGER, ADMINISTRATION AND FINANCES

#### RESOLUTION

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

That the Executive Mayor ratifies the recommendations in the relevant minutes.

### 5.1.2 CIVIL AND ELECTRICAL SERVICES

#### RESOLUTION

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

That the Executive Mayor ratifies the recommendations in the relevant minutes.

### 5.1.3 DEVELOPMENT SERVICES

#### RESOLUTION

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

That the Executive Mayor ratifies the recommendations in the relevant minutes.

### 5.1.4 PROTECTION SERVICES

#### RESOLUTION

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

That the Executive Mayor ratifies the recommendations in the relevant minutes.

## 6. MATTERS ARISING FROM THE MINUTES

None.

## 7. NEW MATTERS

### 7.1 AMENDMENTS TO THE 2022/2023 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) (2/4/2)

The Service Delivery and Budget Implementation Plan (SDBIP) for the 2022/2023 financial year was approved by the Executive Mayor's Committee on 15 June 2022.

The approval of the 2022/2023 Special Adjusted Budget by the Council on 30 March 2023 necessitated amendments to the SDBIP.

#### RESOLUTION

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

That the amended Service Delivery and Budget Implementation Plan (SDBIP) for the 2022/2023 financial year be approved in terms of Section 54(1)(c) of the Municipal Finance Management Act (Act 56 of 2003).

### 7.2 SWARTLAND MUNICIPALITY: POLICY IN RESPECT OF INTEGRATED GENERATION (16/2/B)

The Director: Electrical Engineering Services explained the aims of the Policy in respect of Integrated Generation.

The Director: Electrical Engineering Services stated that the policy facilitates the inclusion of the integrated generation in the network in order to ensure the quality of power and safety of the systems, as well as addresses questions in respect of the Municipality's income sources. The policy supports the local renewable operation of energy and green economy and associated job creation.

Ald T van Essen requested that the implementation of the policy be held back until the public is thoroughly informed in respect of the new policy with the help of a one page information sheet. The latter will also be circulated to all ward councillors and ward committee members.

7.2/...

Rdh T van Essen versoek dat die implementering van die beleid teruggehou word totdat die publiek behoorlik ingelig is aangaande die nuwe beleid met behulp van die 1-bladsy inligtingstuk. Lg. sal ook aan alle wyksraadslede en wykskomiteelede gesirkuleer word.

**BESLUIT**

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

- (a) Dat die Uitvoerende Burgemeesterskomitee die voorgestelde Beleid insake Geïntegreerde Opwekking (Embedded Generator Policy) goedkeur vir implementering in die munisipale jurisduksiegebied met onmiddellike effek, onderhewig aan die bekendmaking van die beleid aan die publiek met behulp van die 1-bladsy inligtingstuk;
- (b) Dat kennis geneem word dat die delegasies deur die Munisipale Bestuurder ingevolge paragraaf 10 van die Beleid, ingesluit sal word by die Munisipale Bestuurder se Stelsel van Delegasies wat tydens die Mei 2023-vergadering van die Raad vir kennisname voorgelê sal word.

**7.3 VOORLEGGING VAN KONSEP VERORDENING INSAKE ELEKTRISITEITS-VOORSIENING (1/1, 1/1/3/16)**

Die Direkteur: Elektriese Ingenieursdienste verduidelik die wysigings aan die Elektrisiteitsverordening, wat hoofsaaklik handel met die regulering van geïntegreerde opwekking, tolkragverspreiding (wheeling) en die herverkoop van elektrisiteit.

Die Direkteur: Elektriese Ingenieursdienste noem dat ander geringe wysigings aangebied is ten einde die verordening in lyn te bring met die beginsels van die Electricity Regulation Act (Act 4 of 2006 – slegs uitgegee in Engels).

Die Direkteur: Korporatiewe Dienste bevestig dat daar melding gemaak sal word van die betrokke beleide waaruit die wysigings aan die verordening voortspruit gedurende die publieke deelnameproses vir insette en kommentaar.

**BESLUIT**

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

- (a) Dat goedkeuring verleen word dat die volgende konsepverordening op 26 April 2023 aan die Raad voorgelê word vir aanvaarding in beginsel:
  - Swartland Munisipaliteit: Verordening insake Elektrisiteitsvoorsiening;
- (b) Dat, na beginselgoedkeuring deur die Raad, die konsep verordening vir publieke kommentaar geadverteer word in terme van artikel 12(3)(b) van die Stelselwet, 2000, in die plaaslike media sowel as op die munisipale webtuiste.

**7.4 MENSLIKE HULPBRONNE: NUWE BELEID EN HERSIENING VAN BESTAANDE BELEID (4/2/B)**

Die nuwe Munisipale Personeelregulasies noodsaak die samestelling van 'n aantal nuwe beleide, asook die hersiening van bestaande beleide om te voldoen aan die vereistes soos bepaal deur die Regulasies.

Die konsep Vaardigheidsontwikkelingsbeleid en nuwe T.A.S.K. Posevalueringsbeleid is aan die Arbeidsforum voorgelê en beide vakbonde – Imatu en Samwu – het geleentheid gehad om daarop kommentaar/insette te lewer. Die finale konsep beleide is op 23 Maart 2023 aan die vakbonde voorgelê en word die beleide aan die Uitvoerende Burgemeesterskomitee aanbeveel vir oorweging en goedkeuring.

**BESLUIT**

(op voorstel van rdl N Smit, gesekondeer deur rdl J M de Beer)

- (a) Dat die Uitvoerende Burgemeesterskomitee die aangehegte gewysigde Vaardigheidsontwikkelingsbeleid goedkeur met ingang van 1 Mei 2023;

7.2/...

**RESOLUTION**

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

- (a) That the Executive Mayoral Committee approves the proposed Embedded Generator Policy for implementation in the municipal area of jurisdiction with immediate effect;
- (b) That it be noted that the delegations by the Municipal Manager pursuant from paragraph 10 of the Policy will be included in the Municipal Manager's System of Delegations to be tabled in Council at its May 2023 meeting for cognisance.

**7.3 SUBMISSION OF THE DRAFT REGULATION IN RESPECT OF PROVISION OF ELECTRICITY (1/1, 1/1/3/16)**

The Director: Electrical Engineering Services explained the amendments to the Electricity Regulation, which mainly deals with the regulation of integrated generation, wheeling and the resale of electricity.

The Director: Electrical Engineering Services stated that other small amendments have been introduced in order to bring the regulation into line with the principles of the Electricity Regulation Act (Act 4 of 2006 – only available in English).

The Director: Corporate Services confirmed that mention will be made of the relevant regulations from which the amendments to the regulation arose during the public participation process for comments and input.

**RESOLUTION**

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

- (a) That approval be granted for the following draft by-law to be submitted in Council on 26 April 2023 for adoption in principle:
  - Swartland Municipality: Electricity Supply By-law;
- (b) That, following on in principle approval by the Council, the draft by-law be published for public comment in terms of section 12(3)(b) of the Systems Act, 2000 in both the local media and on the municipal website.

**7.4 HUMAN RESOURCES: NEW POLICY AND REVISION OF EXISTING POLICY (4/2/B)**

The new Municipal Personnel Regulations necessitate the amalgamation of a number of policies, as well as the revision of existing policies in order to comply with the requirements stipulated by the Regulations.

The draft Skills Development Policy and new T.A.S.K. Post Evaluation Policy were submitted to the Labour Forum and both Imatu and Samwu Unions had the opportunity to comment and provide input. The final draft policies were submitted to the unions on 23 March 2023 and the policies are recommended to the Executive Mayor's Committee for consideration and approval.

**RESOLUTION**

(proposed by clr N Smit, seconded by clr J M de Beer)

- (a) That the Executive Mayoral Committee approve the attached amended Skills Development Policy with effect from 1 May 2023;
- (b) That the Executive Mayoral Committee approve the attached new T.A.S.K. Job Evaluation Policy with effect from 1 May 2023.

**7.5 QUARTERLY REPORT IN RESPECT OF PERFORMANCE OF CONTRACTORS (8/1/B/2)**

The report in respect of the quarterly performance evaluation of contractors, which was drawn up in accordance with the Supply Chain Management Policy, was submitted in compliance with section 116(2) of the MFMA and the core performance indicator of the Municipal Manager.

7.4/...

- (b) Dat die Uitvoerende Burgemeesterskomitee die aangehegte nuwe T.A.S.K. Posevalueringsbeleid goedkeur met ingang van 1 Mei 2023.

#### 7.5 KWARTAALVERSLAG INSAKE DIE PRESTASIE VAN KONTRAKTEURS (8/1/B/2)

Die verslag ten opsigte van die kwartaalike prestasie-evaluering van kontrakteurs wat ingevolge die Voorsieningkanaalbestuursbeleid aangestel is, word voorgelê ter voldoening aan artikel 116(2) van die MFMA en die kernprestasië-indikator van die Munisipale Bestuurder.

##### BESLUIT

Dat kennis geneem word van die kwartaalverslag insake die Prestasie van Kontrakteurs vir die periode 1 Januarie 2023 tot 31 Maart 2023.

#### 7.6 VERSLAG INSAKE DIE IMPLEMENTERING VAN DIE VOORSIENINGKANAAL-BESTUURSBELEID VIR DIE PERIODE 1 JANUARIE 2023 TOT 31 MAART 2023 (8/1/B/2)

'n Verslag insake die implementering van die Voorsieningkanaalbestuursbeleid moet op 'n kwartaalike basis ingevolge paragraaf 6(3) van die Munisipale Voorsiening-kanaalbestuursregulasies aan die Uitvoerende Burgemeester voorgelê word.

Die verslag vir die periode 1 Januarie 2023 tot 31 Maart 2023 is met die sakelys gesirkuleer.

##### BESLUIT

- (a) Dat kennis geneem word van die kwartaalike verslag aangaande die implementering van die Voorsieningkanaalbestuursbeleid vir die periode 1 Januarie 2023 tot 31 Maart 2023, wat ingevolge artikel 6(3) van die Regulasies voorgelê moet word asook die verslae van die Formele Tenders (Aanhangsel A), Informele Tenders (Aanhangsel B) en die Afwykingsverslag (Aanhangsel C);
- (b) Dat verder kennis geneem word van die dienste wat vir dieselfde periode gelewer is, met verwysing na die uitsonderings waar dit onprakties sou wees om die mark te toets en gevolglik aanleiding gegee het tot 'n afwyking van die verkrygingsprosesse ingevolge paragraaf 2(6) van die Voorsiening-kanaalbestuursbeleid (Bylae D).

#### 7.7 DARLING VELDBLOMVERENIGING: GEBRUIK VAN MUNISIPALE GROND VIR JAARLIKSE VELDBLOMSKOU (12/2/R)

'n Aansoek is ontvang vanaf die Darling Veldblomvereniging vir die gebruik van die munisipale eiendom geleë langs die Darling Museum vir die aanbieding van hul jaarlikse veldblomskou wat vanjaar vanaf 15 tot 17 September 2023 gehou sal word.

Daar word genoem dat daar met die Veldblomvereniging in gesprek getree word om in die toekoms 'n meer geskikte terrein te oorweeg, onder andere, om genoegsame parkering te voorsien.

##### BESLUIT

(op voorstel van rdl D G Bess, gesekondeer deur rdl N Smit)

- (a) Dat goedkeuring verleen word vir die gebruik van Erf 171, Darling vir die jaarlikse veldblomskou vanaf 15 tot 17 September 2023, met dien verstande dat 'n publieke deelnameproses deur die aansoekers deurloop word om die eienaars van eiendomme in die omgewing van die geleentheid en die detail daarvan in kennis te stel;
- (b) Dat toestemming insgelyks verleen word vir die gebruik van Erf 175 vir gemelde doel, met die instemming van die Darling Museum;

7.5/...

##### RESOLUTION

That notice be taken of the quarterly report regarding the Performance of Contractors for the period 1 January 2023 to 31 March 2023.

#### 7.6 REPORT IN RESPECT OF THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 JANUARY 2023 TO 31 MARCH 2023 (8/1/B/2)

A report in respect of the implementation of the Supply Chain Management Policy must be submitted to the Executive Mayor on a quarterly basis in accordance with paragraph 6(3) of the Municipal Supply Chain Management Regulations.

The report for the period 1 January 2023 to 31 March 2023 was circulated with the agenda.

##### RESOLUTION

- (a) That cognisance is taken of the Quarterly Report in respect of the implementation of the Supply Chain Management Policy as envisaged by section 6(3) of the Regulations, as well as reports on the Formal Tenders (Annexure A), Informal Tenders (Annexure B), and the Deviation Report (Annexure C);
- (b) That further cognisance is taken of the services rendered for the period 1 January 2023 to 31 March 2023 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).

#### 7.7 DARLING WILD FLOWER ASSOCIATION: USE OF MUNICIPAL GROUND FOR THE ANNUAL WILD FLOWER SHOW (12/2/R)

An application has been received from the Darling Wild Flower Association for the use of municipal land situated adjacent to the Darling Museum for the presentation of their annual wild flower show which will take place from 15 to 17 September 2023.

A discussion will take place with the Wild Flower Association in order to consider another more suitable venue in the future, inter alia, to provide sufficient parking.

##### RESOLUTION

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

- (a) That approval be granted for the use of Erf 171, Darling for the annual wildflower show from 15 to 17 September 2023, provided that a public participation process be undertaken by the applicants to notify the owners of properties in the area of the event and the detail pertaining to same;
- (b) That approval also be granted for the use of Erf 175 for said purpose, with the consent of the Darling Museum;
- (c) That cognisance be taken that all aspects regarding traffic management, safety, erection of the tent, etcetera shall be dealt with in terms of the Swartland Municipality: By-law relating to Events, as promulgated in Provincial Gazette Extraordinary 7611 of 26 April 2016.

#### 7.8 OUTSTANDING DEBTORS: MARCH 2023 (5/7/1/1)

A complete report in respect of outstanding debtors up until the end of March 2023 was circulated with the agenda.

7.7/...

- (c) Dat kennis geneem word dat alle aspekte rakende verkeersbestuur, veiligheid, oprigting van die tent, ensovoorts in terme van die Swartland Munisipaliteit: Verordening insake Geleenthede soos afgekondig in Buitengewone Provinsiale Koerant 7611 van 26 April 2016, hanteer sal word.

#### 7.8 UITSTAANDE DEBITEURE: MAART 2023 (5/7/1/1)

'n Volledige verslag van die stand van uitstaande debiteure teen einde Maart 2023 is met die sakelys gesirkuleer.

#### BESLUIT

Dat kennis geneem word van die verslag aangaande die stand van Swartland Munisipaliteit se uitstaande debiteure vir Maart 2023.

#### 7.9 VORDERING MET UITSTAANDE VERSEKERINGSEISE (5/14/3/5)

Ingevolge die Batebestuursbeleid moet maandeliks verslag gedoen word insake die uitstaande versekeringseise.

Die Direkteur: Finansiële Dienste gee agtergrond tot die gesprekke met die versekeraar om moontlike besparings op die premie te bewerkstellig.

#### BESLUIT

Dat kennis geneem word van die stand van uitstaande versekeringseise tot en met 31 Maart 2023 soos met die sakelys gesirkuleer.

#### 7.10 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: DRINGENDE HERSTELWERK AAN MENDER BY DIE MALMESBURY WWTW (8/1/B/2)

Die Malmesbury WWTW bestaan uit verskeie behandelingsones waarvan elkeen uit komponente van meganiese toerusting bestaan om die behandelingsproses moontlik te maak. Die mender in een van die behandelingsones het onklaar geraak en dringende herstelwerk is benodig om te verhoed dat meganiese toerusting verder af in die behandelingsproses geaffekteer word.

#### BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl D G Bess)

- (a) Dat die Uitvoerende Burgemeesterskomitee kennis neem van die afwyking van die voorgeskrewe verkrygingsprosedures ingevolge paragraaf 36(2) van die Voorsieningkanaalbestuursbeleid;
- (b) Dat verder kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir die herstel van die mender in die ventilasiesone van die Malmesbury WWTW deur G W Trautman ten bedrae van R57 558,00 (BTW uitgesluit);
- (c) Dat die redes vir die afwyking van die voorgeskrewe verkrygingsprosedures as volg is:
  - (i) Die mender sou vir 'n geruime tyd buite werking gelaat word sou die normale verkrygingsprosedures gevolg word;
  - (ii) Voormelde sou aanleiding gee in die faling van die suiweringsproses en verdere skade aan meganiese komponente;
  - (iii) Die herstelwerk aan die mender is as 'n noodgeval hanteer;
- (d) Dat daar voldoende fondse beskikbaar is en dat die uitgawe ten bedrae van R57 558,00 (BTW uitgesluit) teen posnommer 9/239-851-689 verreken word;
- (e) Dat die Bestuurder: Finansiële State in terme van die Voorsiening-kanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

7.8/...

#### RESOLUTION

That cognizance be taken of the report with reference to the state of the outstanding debtors of Swartland Municipality for March 2023.

#### 7.9 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.

The Director: Financial Services gave the background to the discussions with the insurer in order to bring about possible discounts on premiums.

#### RESOLUTION

That cognizance be taken of the state of outstanding insurance claims up to and including 31 March 2023 as circulated with the agenda.

#### 7.10 DEPARTURE FROM THE PRESCRIBED PROCUREMENT PROCEDURE: URGENT REPAIRS TO THE MIXER AT THE MALMESBURY WWTW (8/1/B/2)

The Malmesbury WWTW consists of various treatment zones of which each one consists of components of mechanical equipment in order to make the treatment process possible. The mixer in one of the treatment zones stopped working and urgent repairs were necessary in order to prevent the mechanical equipment further along in the treatment process from being affected.

#### RESOLUTION

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

- (a) That the Executive Mayoral Committees take note of the deviation from the prescribed procurement procedures in terms of clause 36(2) of the Supply Chain Management Policy;
- (b) That further notice be taken of the action of the Municipal Manager to approve the repair of the mixer in the de-aeration zone at the Malmesbury WWTW by GW Trautman for the amount of R 57,558.00 excluding VAT;
- (c) That the reason for the deviation from the prescribed procurement process be recorded as follows:
  - (i) The mixer would have been left out of service for an extended period of time while following due process;
  - (ii) This would have had the consequence of treatment process failure and further damages to other mechanical components;
  - (iii) The repair work to the mixer therefore had to be handled as an emergency;
- (d) That there are sufficient funds available and that the expenditure amounting to R57 558.00 (excluding VAT) is settled against post number 9/239-851-689;
- (e) That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements, when same are compiled.

#### 7.11 DEPARTURE FROM THE PRESCRIBED PROCUREMENT PROCEDURE: URGENT REPAIRS TO "PERMEATE PUMP SET" AT THE MALMESBURY WWTW (8/1/B/2)

The treatment process at the Malmesbury WWTW makes use of membrane technology in the tertiary treatment process. The flow of the final processed sewerage through the membrane is made possible by two synchronized pumping systems which provide negative pressure in the membrane. One of the pumps stopped working, which decreased the flow by 50%, and placed the treatment process and mechanical equipment at risk.

**7.11 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: DRINGENDE HERSTELWERK AAN "PERMEATE PUMP SET" BY DIE MALMESBURY WWTW (8/1/B/2)**

Die behandelingsproses by die Malmesbury WWTW maak gebruik van membraantegnologie in die tersiêre behandelingsproses. Die deurloop van finale behandelde riool deur die membrane word verkry deur twee gesinchroniseerde pompstelsels wat negatiewe druk in die membrane skep. Een van die pompstelsels het onklaar geraak wat die deurloop met 50% verlaag het en is die behandelingsproses en meganiese toerusting op risiko geplaas.

**BESLUIT**

(op voorstel van rdh T van Essen, gesekondeer deur rdl J M de Beer)

- (a) Dat die Uitvoerende Burgemeesterskomitee kennis neem van die afwyking van die voorgeskrewe verkrygingsprosedures ingevolge paragraaf 36(2) van die Voorsieningkanaalbestuurbeleid;
- (b) Dat verder kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir die herstel van die 'permeate pump set' by die Malmesbury WWTW deur G W Trautman ten bedrae van R99 609,00 (BTW uitgesluit);
- (c) Dat die redes vir die afwyking van die voorgeskrewe verkrygingsprosedures as volg is:
  - (i) Die 'permeate pump set' sou vir 'n geruime tyd buite werking gelaat word sou die normale verkrygingsprosedures gevolg word;
  - (ii) Voormelde sou aanleiding gee in die faling van die suiweringproses en verdere skade aan meganiese komponente;
  - (iii) Die herstelwerk aan die 'permeate pump set' is as 'n noodgeval hanteer;
- (d) Dat daar voldoende fondse beskikbaar is en dat die uitgawe ten bedrae van R99 609,99 (BTW uitgesluit) teen posnommer 9/239-57-1041 verreken word;
- (e) Dat die Bestuurder: Finansiële State in terme van die Voorsieningkanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

**7.12 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: NOOD RUGSTEUNKRAG "INVERTERS" VIR MALMESBURY VERKEERSDIENSTE, DARLING EN YZERFONTEIN HOOFKANTOOR (8/1/B/2)**

Die volgehoue hoë vlakke van beurtkrag wat tans deur Eskom geïmplementeer word het 'n negatiewe impak op dienslewering deur die Munisipaliteit. Daar is 'n prioriteitslys opgestel van munisipale kantore waar dit noodsaaklik is om alternatiewe noodkrag te voorsien.

Die UPS-infrastruktuur wat tans gebruik word is nie voldoende nie en sal vervang moet word met "inverters" en litiumbatterye. Daar is besluit om te begin om hierdie toerusting by Darling- en Yzerfontein munisipale kantore en die kantoor van die Malmesbury Verkeersdienste te installeer.

**BESLUIT**

(op voorstel van rdl D G Bess, gesekondeer deur rdl N Smit)

- (a) Dat die Uitvoerende Burgemeesterskomitee kennis neem van die afwyking van die voorgeskrewe verkrygingsprosedures ingevolge paragraaf 36(2) van die Voorsieningkanaalbestuurbeleid;
- (b) Dat die redes vir die afwyking van die normale aankoop proses aangeteken word as volg:
  - (i) Die voortdurende elektrisiteitskrisisse het die verkryging van toerusting vir noodkragopwekking genoodsaak om dienslewering aan klantgerigte kantore by die Darling, Yzerfontein en Malmesbury Verkeersdienste te verseker;

7.11/...

**RESOLUTION**

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

- (a) That the Executive Mayoral Committees take note of the deviation from the prescribed procurement procedures in terms of clause 36(2) of the Supply Chain Management Policy;
- (b) That further notice be taken of the action of the Municipal Manager to approve the repair of the permeate pump set at the Malmesbury WWTW by GW Trautman for the amount of R 99,609.99 excluding VAT;
- (c) That the reason for the deviation from the prescribed procurement process be recorded as follows:
  - (i) The permeate pump set would have been left out of service for an extended period of time following due process;
  - (ii) This would have resulted in treatment process failure and further damages to other mechanical components;
  - (iii) The repair work to the permeate pumps therefore had to be handled as an emergency;
- (d) That there are sufficient funds available and that the expenditure amounting to R99 609,99 (excluding VAT) is settled against post number 9/239-57-1041;
- (e) That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements, when same are compiled.

**7.12 DEPARTURE FROM THE PRESCRIBED PROCUREMENT PROCEDURE: NECESSARY BACK-UP POWER "INVERTERS" FOR MALMESBURY TRAFFIC SERVICES, DARLING AND YZERFONTEIN MUNICIPAL OFFICES (8/1/B/2)**

The continued high levels of load shedding implemented at present by Eskom has a negative impact on the Municipality's service delivery. A list of priorities in respect of municipal offices has been drawn up where it is necessary to provide alternate emergency power.

The UPS infrastructure, which is used at present, is not adequate and must be replaced by "inverters" and lithium batteries. It has been decided to begin by installing this equipment at the Darling and Yzerfontein municipal offices and the office of the Malmesbury Traffic Department.

**RESOLUTION**

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

- (a) That the Executive Mayoral Committees take note of the deviation from the prescribed procurement procedures in terms of clause 36(2) of the Supply Chain Management Policy;
- (b) That the reasons for the deviation from the normal purchase process are recorded as follows:
  - (i) The prevailing electricity crises necessitated the purchase of emergency electricity standby equipment to facilitate the provision of service delivery at our customer facing offices of Darling, Yzerfontein and Malmesbury Traffic Services;
  - (ii) That further cognisance be taken of the action taken by the Municipal Manager to approve the procurement of 3 x 5kVA inverters with 3 x 5 kVA LifePO batteries;
  - (iii) That there are sufficient funds available and that the expenditure amounting to R180 928.20 (excluding VAT) is settled against post number 9/117-563-405;

7.12(b)/...

- (ii) Dat verder kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir aankoop van 3 x 5kVA inverters with 3 x 5 kVA LifePO battery;
- (iii) Dat daar voldoende fondse beskikbaar is en dat die uitgawe ten bedrae van R180 928.20 (BTW uitgesluit) teen posnommer 9/117-563-405 verreken word;
- (c) Dat die Bestuurder: Finansiële State in terme van die Voorsiening-kanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

**7.13 AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: NOOD AANKOOP VAN RUGSTEUNKRAGOPWEKKER VIR MALMESBURY VERKEERSDEPARTEMENT (8/1/B/2)**

Daar kan geen dienslewering plaasvind tydens beurtkrag by die Malmesbury Verkeersdienste nie. Met die hoë vlakke van beurtkrag wat tans ervaar word lei dit tot groot frustrasie vir die publiek, wat soms vanaf ander dorpe reis om verkeerstransaksies te kom doen.

Dit is noodsaaklik om 'n nood-kragopwekker vir die Malmesbury Verkeersdienste aan te koop ten einde volgehoue dienslewering te verseker.

**BESLUIT**

(op voorstel van rdl D G Bess, gesekondeer deur rdl T van Essen)

- (a) Dat die Uitvoerende Burgemeesterskomitee kennis neem van die afwyking van die voorgeskrewe verkrygingsprosedures ingevolge paragraaf 36(2) van die Voorsieningkanaalbestuursbeleid;
- (b) Dat die redes vir die afwyking van die normale aankoop proses aangeteken word as volg:
  - (i) As gevolg van die voortslepende elektrisiteitskrisis het 'n behoefte ontstaan om 'n nood-kragopwekker te bekom vir voortgesette dienslewering by die Malmesbury Verkeersafdeling en sodoende lede van die publiek in staat te stel om padwaardigheidstoetse te laat doen en voertuie te registreer, voertuig lisensie te henu asook om afsprake te maak vir die hernuwing/uitreiking van bestuurslisensies;
  - (ii) Dat verder kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir die aankoop van die nood-kragopwekker vir die Malmesbury Verkeersdienste-gebou;
  - (iii) Dat daar voldoende fondse beskikbaar is en dat die uitgawe ten bedrae van R259 400.00 (BTW uitgesluit) teen posnommer 9/117-563-405 verreken word;
- (c) Dat die Bestuurder: Finansiële State in terme van die Voorsiening-kanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

**7.14 BESKIKBAARSTELLING VAN NYWERHEIDSGROND TE MOORREESBURG VIR AKKERBOUDOELEINDES (12/2/5/5-9/2)**

Die Munisipaliteit beskik oor ±17,7 ha grond in Moorreesburg wat jaarliks by wyse van 'n openbare mededingingsproses beskikbaar gestel word aan plaaslik Moorreesburg-gebaseerde openbare weldaadsorganisasie, wat met hetsy welsyns-, humanitêre of kulturele aktiwiteite gemoeid moet wees.

Daar is nagelaat om betyds met die openbare mededingsproses te begin en word aan die hand gedoen dat die ±17,7 ha grond aan die Koringbedryfsmuseum beskikbaar gestel word wat tot dusver jaarliks die enigste organisasie was wat voorstelle ingedien het.

- (c) That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements, when same are compiled.

**7.13 DEPARTURE FROM THE PRESCRIBED PROCUREMENT PROCEDURE: URGENT PURCHASE OF BACK-UP POWER GENERATOR FOR MALMESBURY TRAFFIC DEPARTMENT (8/1/B/2)**

There is no service delivery at the Malmesbury Traffic Department during load shedding. The high levels of load shedding, which are currently experienced, lead to great frustration for the public, some of whom race from other towns to carry out traffic transactions.

It is necessary to purchase an emergency generator for the Malmesbury Traffic Department in order to ensure continuous service delivery.

**RESOLUTION**

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

- (a) That the Executive Mayoral Committees take note of the deviation from the prescribed procurement procedures in terms of clause 36(2) of the Supply Chain Management Policy;
- (b) That the reasons for the deviation from the normal purchase process are recorded as follows:
  - (i) The prevailing electricity crises necessitated the purchase of an emergency standby generator to provide power to the Malmesbury Traffic Services Complex to ensure service delivery to members of the public to have their vehicles tested and registered, vehicle licenses to be renewed and members of the public to be able to renew/apply for drivers licenses;
  - (ii) That further cognisance be taken of the action of the Municipal Manager to approve the procurement of a generator for the Malmesbury Traffic Services Building;
  - (iii) That there are sufficient funds available and that the expenditure amounting to R259 400.00 (excluding VAT) is settled against post number 9/117-563-405;
- (c) That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements, when same are compiled.

**7.14 PROVISION OF INDUSTRIAL LAND IN MOORREESBURG FOR AGRICULTURAL PURPOSES (12/2/5/5-9/2)**

The Municipality owns more than ±17,7 ha of land in Moorreesburg which is made available annually by means of a public competitive process to a local Moorreesburg based public welfare organization, which must be concerned with welfare, humanitarian or cultural activities.

The competitive process was not carried out on time and the ±17,7 ha of land was made available, out of hand, to the Wheat Industry Museum, which is the only organization that has provided proposals thus far on an annual basis.

**RESOLUTION**

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

- (a) That consideration be given to making the land available to the Wheat Industry Museum for crop production, with effect from 1 May 2023 until after the annual harvest, on the same terms as have applied so far;

7.14/...

**BESLUIT**

(op voorstel van rdl N Smit, gesekondeer deur rdl D G Bess)

- (a) Dat goedkeuring verleen word om die grond vir akkerboudoeleindes aan die Koringbedryfmuseum beskikbaar te stel met ingang vanaf 1 Mei 2023, tot na afloop van die jaarlikse oes, op dieselfde voorwaardes as wat tot dusver gegeld het;
- (b) Dat daar met die museum ooreengekom word om kompensasië in hierdie verband te betaal teen 'n bedrag wat nie minder sal wees as die R800,00 wat vir die 2022/23 oesjaar aangebied was nie.

**7.15 HUUR VAN AKKOMMODASIE VIR DIE BRANDWEERDIENS TE DARLING (12/1/2-3)**

Die item het reeds op 18 Januarie en 15 Februarie 2023 voor die Uitvoerende Burgemeesterskomitee gediën en het die verslag ten doel om die huurtermyn te bevestig.

**BESLUIT**

(op voorstel van rdl J M de Beer, gesekondeer deur rdl D G Bess)

- (a) Dat die aanbod van JF & KJ Kirsten Trust vir die huur van akkommodasie vir die Brandweerdienste in Darling as volg aanvaar word:
  - (i) vanaf 1 Julie 2023 tot 30 Junie 2024 die huurbedrag van R8 500,00 plus 'n eenmalige deposito van R15 000,00 wat terugbetaalbaar is – uitgesluit munisipale dienste (elektrisiteit, water en riool);
  - (ii) vanaf 1 Julie 2024 tot 30 Junie 2025 die huurbedrag betaal gedurende die voorafgaande periode plus die inflasiekoers soos op 30 Junie 2024 plus 1%;
  - (iii) vanaf 1 Julie 2025 tot 30 Junie 2026 die huurbedrag betaal gedurende die voorafgaande periode plus die inflasiekoers soos op 30 Junie 2025 plus 1%;
- (b) Dat 'n huurooreenkoms met JF & KJ Kirsten Trust vir die periode 1 Julie 2023 tot 30 Junie 2026 (36 maande) aangegaan word met die opsie om die huurooreenkoms te hernu, onderhewig daaraan dat die verhuurder die korrekte grondgebruikregte bekom;
- (c) Dat die uitgawe teen posnommer 9/232-954-2932 (Huur van Kantore: Brandweerdienste) verreken word.

**7.16 MENSLIKE HULPBRONNE: WERKPLEKVAARDIGHEIDSPAN (4/2/B)**

Die Werkplekvaardigheidsplan is een van die beleide wat ingevolge die nuwe Munisipale Personeelregulasies hersien moet word om te voldoen aan die vereistes soos bepaal deur die Regulasies.

Die plan (ingesluit die jaarlikse opleidingsplan) is aan die vakbonde voorsien vir kommentaar en insette en tydens 'n vergadering op 6 April 2023 aanbeveel vir goedkeuring aan die Uitvoerende Burgemeesterskomitee.

**BESLUIT**

(op voorstel van rdl N Smit, gesekondeer deur rdl J M de Beer)

Dat die Uitvoerende Burgemeesterskomitee die aangehegte Vaardigheidsontwikkelingsplan en Jaarlikse Opleidingsverslag goedkeur met ingang van 1 Mei 2023.

**7.17 EERSTE WYSIGING AAN DIE 2022/2023 MIG-PROJEKIMPLEMENTERINGSPLAN (5/9/2/6/1)**

Die Direkteur: Siviele Ingenieursdienste noem dat enige wysigings aan die MIG-projekimplementeringsplan deur die Raad goedgekeur moet word.

- (b) That it be agreed with the museum to pay compensation in this regard at an amount not to be less than the R800,00 which was offered for the 2022/23 harvest year.

**7.15 LEASE OF ACCOMMODATION FOR THE FIRE FIGHTING SERVICE IN DARLING (12/1/2-3)**

The item has already been submitted to the Executive Mayor's Committee on 18 January and 15 February 2023 and the report aims to establish the lease period.

**RESOLUTION**

(proposed by clr J M de Beer, seconded by clr D G Bess)

- (a) That the offer for the rental of accommodation for the Fire Service in Darling from JF & KJ Kirsten Trust be accepted as follows:
  - (i) 1 July 2023 to 30 June 2024 for an amount of R8 500.00 per month plus 1% added to the inflation rate as at 30 June 2023 plus a once-off refundable deposit of R15 000.00 (excluding municipal services of electricity, water and sewerage);
  - (ii) 1 July 2024 to 30 June 2025 the previous year's monthly amount plus 1%, plus inflation as at 30 June 2024;
  - (iii) 1 July 2025 to 30 June 2026 the previous year's monthly amount plus 1%, plus inflation as at 30 June 2025;
- (b) That a lease agreement be put in place with JF & KJ Kirsten Trust for the period 1 July 2023 until 30 June 2026 (36 months), with the option to renew the lease, subject to the lessor obtaining the correct land use rights;
- (c) That the expense be allocated to vote number 9/232-954-2932 (Rent Offices: Fire Services).

**7.16 HUMAN RESOURCES: WORK PLACE SKILLS PLAN (4/2/B)**

The Work Place Skills Plan is one of the policies which must be revised in accordance with the new Municipal Personnel Regulations in order to comply with requirements stipulated by the regulations

The Plan (including the annual skills training plan) was submitted to the unions for comments and input and recommended to the Executive Mayor's Committee for approval during the meeting on 6 April 2023.

**RESOLUTION**

(proposed by clr N Smit, seconded by clr J M de Beer)

That the Executive Mayoral Committee approve the attached Skills Development Plan and Annual Training Report with effect from 1 May 2023.

**7.17 FIRST AMENDMENT TO THE 2022/2023 MIG-PROJECT IMPLEMENTATION PLAN (5/9/2/6/1)**

The Director: Civil Engineering Services stated that any amendments to the MIG project implementation plan must be approved by the Council.

The amendments include a reallocation of funds between the MIG generated projects, because the street construction project has been delayed.

**RESOLUTION**

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

- (a) That the Executive Mayoral Committee notes that there has been a delay in the commencement of the construction of roads projects, subsequently requiring an adjustment of the planned spending for 2022/2023;

7.17/...

Die wysigings behels 'n herallokering van fondse tussen die MIG-geregisteerde projekte, aangesien die straatkonstruksieprojek vertraag is.

**BESLUIT**

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

- (a) Dat kennis geneem word daar 'n vertraging was met die aanvang van die konstruksie van strate projekte, wat gevolglik 'n aanpassing van die beplande besteding vir 2022/2023 vereis;
- (b) Dat, ten einde die MIG-projekte suksesvol te implementeer daar 'n herallokering van fondse tussen die geregistreerde MIG-projekte gedoen moet word, en dat die 2022/2023 MIG-projekimplementeringsplan dienoreenkomstig gewysig word;
- (c) Dat die volgende projekte en begrotings vir die eerste gewysigde MIG-projek-implementeringsplan vir die 2022/2023 finansiële jaar goedgekeur word:

| Nr    | Project                                         | MIG Ref.           | Budget              |
|-------|-------------------------------------------------|--------------------|---------------------|
| 1     | Rehabilitate Water Networks                     | WC1287/W/14/17     | R 2 217 712         |
| 2     | De Hoop Development: External Water Supply      | WC1864/W/21/24     | R 2 464 000         |
| 3     | De Hoop Development: Upgrade Bulk Water Supply  | WC1865/W/21/25     | R 19 177 500        |
| 4     | Malmesbury: Rehabilitation of Roads             | WC1765/R.ST/19/23  | R 1 250 788         |
| 5     | Abbotsdale: Construction of Roads               | WC1858/R.ST/22/25  | R 1 570 489         |
| 6     | Abbotsdale: Construction of Roads Phase 2       | WC/1912/R.ST/22/25 | R 1 447 316         |
| 7     | Malmesbury: Illingelethu: Construction of Roads | WC1859/R.ST/22/25  | R 228 019           |
| 8     | Illingelethu Construction of Roads Phase 2      | WC/1911/R.ST/22/25 | R 461 112           |
| 9     | Chatsworth: Construction of Roads               | WC1862/R.ST/22/25  | R 810 795           |
| 10    | Riebeek West: Construction of Roads Phase 2     | WC/1909/R.ST/22/25 | R 1 636 682         |
| 11    | Kalbaskraal: Construction of Roads Phase 2      | WC/1913/R.ST/22/25 | R 2 545 587         |
| Total |                                                 |                    | <b>R 33 810 000</b> |

- (d) Dat die gewysigde MIG-projekimplementeringsplan aan die Departement van Samewerkende Regering en Tradisionele Sake beskikbaar gestel word.

(GET) J H CLEOPHAS  
UITVOERENDE BURGEMEESTER

- (b) That in order to achieve successful project implementation a re-allocation of funds between MIG projects are required and that the 2022/2023 DPIIP must be amended accordingly;
- (c) That the following projects and budgets for the first amended of the DPIIP for the 2022/2023 financial year be approved:

| Nr    | Project                                         | MIG Ref.           | Budget              |
|-------|-------------------------------------------------|--------------------|---------------------|
| 1     | Rehabilitate Water Networks                     | WC1287/W/14/17     | R 2 217 712         |
| 2     | De Hoop Development: External Water Supply      | WC1864/W/21/24     | R 2 464 000         |
| 3     | De Hoop Development: Upgrade Bulk Water Supply  | WC1865/W/21/25     | R 19 177 500        |
| 4     | Malmesbury: Rehabilitation of Roads             | WC1765/R.ST/19/23  | R 1 250 788         |
| 5     | Abbotsdale: Construction of Roads               | WC1858/R.ST/22/25  | R 1 570 489         |
| 6     | Abbotsdale: Construction of Roads Phase 2       | WC/1912/R.ST/22/25 | R 1 447 316         |
| 7     | Malmesbury: Illingelethu: Construction of Roads | WC1859/R.ST/22/25  | R 228 019           |
| 8     | Illingelethu Construction of Roads Phase 2      | WC/1911/R.ST/22/25 | R 461 112           |
| 9     | Chatsworth: Construction of Roads               | WC1862/R.ST/22/25  | R 810 795           |
| 10    | Riebeek West: Construction of Roads Phase 2     | WC/1909/R.ST/22/25 | R 1 636 682         |
| 11    | Kalbaskraal: Construction of Roads Phase 2      | WC/1913/R.ST/22/25 | R 2 545 587         |
| Total |                                                 |                    | <b>R 33 810 000</b> |

- (d) That the amended DPIIP be submitted to the Department of Cooperative Governance and Traditional Affairs.

(SGD) J H CLEOPHAS  
EXECUTIVE MAYOR





**NOTULE VAN 'N VERGADERING VAN DIE MUNISIPALE BESTUUR-, ADMINISTRASIE EN FINANSIES PORTEFEULJEKOMITEE VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 12 APRIL 2023 OM 10:00**

**TEENWOORDIG:**

**RAADSLEDE:**

Ondervoorsitter, rdl N Smit

|                      |                    |
|----------------------|--------------------|
| O'Kennedy, E C       | Soldaka, P E       |
| Penxa, B J           | Van Essen, T (rdh) |
| Pypers, D C          | van Zyl, M (rdd)   |
| Rangasamy, M A (rdh) | Vermeulen, G       |
|                      | Warnick, A K       |

**BEAMPTES:**

Waarnemende Munisipale Bestuurder, me J S Krieger  
 Direkteur: Finansiële Dienste, mnr M A C Bolton  
 Direkteur: Beskermingsdienste, mnr P A C Humphreys  
 Direkteur: Korporatiewe Dienste, me M S Terblanche  
 Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann  
 Direkteur: Elektriese Ingenieursdienste, mnr T Möller  
 Komitee beampte, me S Willemse

**1. OPENING/VERLOF TOT AFWESIGHEID**

Die Ondervoorsitter verwelkom lede en open die vergadering met skriflesing en gebed.

Die Ondervoorsitter bevestig die teenwoordigheid van raadslede wat dien op die Portefeuljekomitee: Munisipale Bestuurder, Administrasie en Finansies.

Verlof tot afwesigheid word verleen aan rdl I S le Minnie, die Uitvoerende Burgemeester, rdh J H Cleophas en die Munisipale Bestuurder, mnr J J Scholtz.

**2. NOTULE**

**2.1 NOTULE VAN 'N PORTEFEULJEKOMITEEVERGADERING (MUNISIPALE BESTUUR-, ADMINISTRASIE- EN FINANSIESKOMITEE) GEHOU OP 8 MAART 2023**

**BESLUIT**

(voorgestel deur rdd M van Zyl, gesekondeer deur rdh M A Rangasamy)

Dat die notule van die Portefeuljekomiteevergadering (Munisipale Bestuur-, Administrasie- en Finansieskomitee) gehou op 8 Maart 2023 goedgekeur word, onderhewig aan die regstelling:

**Item 5.1: Maandverslag: Januarie 2023**

Rdl B J Penxa verwys na die voorsiening van elektrisiteit in die informele nedersettings in Ilinge Lethu en verneem watter kriteria gebruik is vir die inwoners om elektrisiteit te bekom. Verder word verneem of voormelde inwoners wat op die behuisingwaglys is, vir die De Hoop-behuisingprojek sal kwalifiseer? Daar moet dan besin word wat met die elektrisiteitsmeter en die informele-struktuur sal gebeur as die begunstigde wel vir die De Hoop huise kwalifiseer.

Rdl B J Penxa stel voor dat, indien 'n individu wel kwalifiseer vir 'n behuisingseleentheid in De Hoop, moet die individu die informele-struktuur verwyder en die perseel moet oopgelaat word vir 'n volgende persoon.



**MINUTES OF A MEETING OF THE MUNICIPAL MANAGEMENT, ADMINISTRATION AND FINANCES PORTFOLIO COMMITTEE OF THE SWARTLAND MUNICIPAL COUNCIL HELD ON WEDNESDAY, 12 APRIL 2023 AT 10:00**

**PRESENT:**

**COUNCILLORS:**

Deputy Chairperson, clir N Smit

|                      |                    |
|----------------------|--------------------|
| O'Kennedy, E C       | Soldaka, P E       |
| Penxa, B J           | Van Essen, T (ald) |
| Pypers, D C          | van Zyl, M (ald)   |
| Rangasamy, M A (ald) | Vermeulen, G       |
|                      | Warnick, A K       |

**OFFICIALS:**

Acting Municipal Manager, ms J S Krieger  
 Director: Financial Services, mr M A C Bolton  
 Director: Protection Services, mr P A C Humphreys  
 Director: Corporate Services, ms M S Terblanche  
 Director: Civil Engineering Services, mr L D Zikmann  
 Director: Electrical Engineering Services, mr T Möller  
 Committee Officer, ms S Willemse

**1. OPENING/APOLOGIES**

The Deputy Chairperson welcomed members and open the meeting with a scripture reading and a prayer.

The Deputy Chairperson confirmed the presence of councillors serving on the Portfolio Committee: Municipal Manager, Administration and Finance.

Apologies received from clir I S le Minnie, the Executive Mayor, ald J H Cleophas and the Municipal Manager, mr J J Scholtz.

**2. MINUTES**

**2.1 MINUTES OF A PORTFOLIO COMMITTEE MEETING (MUNICIPAL MANAGEMENT, ADMINISTRATION AND FINANCES COMMITTEE) HELD ON 8 MARCH 2023**

**RESOLUTION**

(proposed by ald M van Zyl, seconded by ald M A Rangasamy)

That the minutes of a Portfolio Committee Meeting (Municipal Management, Administration and Finance Committee) held on 8 March 2023 are approved, subject to the correction:

**Item 5.1: Monthly Report: January 2023**

Clir B J Penxa referred to the provision of electricity in the informal settlements in Ilinge Lethu and asked what criteria were used for the residents to obtain electricity. Furthermore, it is learned whether the aforementioned residents who are on the housing waiting list, will qualify for the De Hoop housing project? It must then be considered what will happen to the electricity meter and the informal structure if the beneficiary does qualify for the De Hoop houses.

Clir B J Penxa suggested that, if an individual does qualify for a housing opportunity in De Hoop, the individual must remove the informal structure and the premises must be left open for a next person.

### 3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS

#### 3.1 SKRYWES VAN DANK EN WAARDERING AAN SWARTLAND MUNISIPALITEIT

##### BESLUIT

Dat kennis geneem word van die skrywes van dank en waardering aan Swartland Munisipaliteit soos met die sakelys gesirkuleer.

### 4. SAKE VOORTSPRUITEND UIT NOTULES

Geen

### 5. GEDELEGEERDE SAKE M.B.T. MUNISIPALE BESTUURDER

Geen – die prestasie-metingsverslae (ingesluit die SDBIP) sal voorgelê word tydens die Raadsvergadering op 26 April 2023.

### 6. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

#### 6.1 SALGA: SPEAKER-FORUMVERGADERING, FEBRUARIE 2023

##### "out-of-pocket expenses of ward committee members"

Rdl B J Penxa verneem oor die belasting insake die sittingsfooi van wykskomitee lede.

Die Speaker meld dat hy versoek het dat CoGTA aan die munisipaliteit 'n formele skrywe moet rig oor die belasting op die wykskomitee se sittingsfooi.

Die Direkteur: Finansiële Dienste meld dat die inkomstebelastingwet bepaal dat indien jy minder as 'n sekere bedrag verdien, is jy vrygestel van belasting. Dit is vir die munisipaliteit moeilik wanneer 'n persoon nie in diens van die munisipaliteit is nie, aangesien die munisipaliteit nie weet wat die ander bronne van inkomste van daardie persoon is.

Verder meld die Direkteur: Finansiële Dienste dat die munisipaliteit aan die wykskomitee lede 'n opsie kan gee dat daar nie belasting vir hul afgetrek word per maand nie. Die lid moet egter 'n instruksie per brief aan die munisipaliteit verskaf waarby die lid bevestig dat hul onder die minimum inkomste vlak verdien en dus nie inkomste belasting hoef te verklaar en betaal nie of dat die lid dit sal verklaar as deel van sy/haar aanslag.

##### BESLUIT

Dat kennis geneem word van die aangehegte notule van die Speaker's forumvergadering bygewoon deur Rdl M A Rangasamy op 2 en 3 Februarie 2023.

#### 6.2 SALGA: IGR-WERKGROEP GEHOU OP 17 FEBRUARIE 2023

Die aangewese afgevaardigdes vir die SALGA IGR-werkgroep is die Uitvoerende Burgemeester en die Munisipale Bestuurder.

##### BESLUIT

Dat kennis geneem word van die terugvoer van die SALGA IGR-werkgroep wat op 17 Februarie 2023 gehou is.

### 7. GEDELEGEERDE SAKE M.B.T. ADMINISTRASIE

Geen – die prestasie-metingsverslae (ingesluit die SDBIP) sal voorgelê word tydens die Raadsvergadering op 26 April 2023.

### 8. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen

### 9. GEDELEGEERDE SAKE M.B.T. FINANSIES

### 3. SUBMISSIONS/DEPUTATIONS/COMMUNICATIONS

#### 3.1 LETTERS OF THANKS AND APPRECIATION TO SWARTLAND MUNICIPALITY

##### RESOLUTION

That note is taken of the letters of thanks and appreciation received by the Swartland Municipality, circulated with the agenda.

### 4. MATTERS ARISING FROM THE MINUTES

None

### 5. DELEGATED MATTERS IN RESPECT OF MUNICIPAL MANAGER

None – the performance measurement reports (including the SDBIP) will be presented at the Council meeting on 26 April 2023.

### 6. MATTERS FOR RECOMMENDATION TO THE EXECUTIVE MAYOR

#### 6.1 SALGA: SPEAKER'S FORUM MEETING, FEBRUARY 2023

##### out-of-pocket expenses of ward committee members

Cllr B J Penxa enquired about the tax regarding the sitting fee of ward committee members.

The Speaker stated that he has requested that CoGTA send a formal letter to the municipality regarding the tax on the ward committee's sitting fee.

The Director: Financial Services stated that the income tax law states that if you earn less than a certain amount, you are exempt from tax. It is difficult for the municipality when a person is not employed by the municipality, as the municipality does not know what the other sources of income of that person are.

Furthermore, the Director: Financial Services stated that the municipality can give the ward committee members an option that no tax is deducted for them per month. However, the member must provide an instruction by letter to the municipality in which the member confirms that they earn below the minimum income level and therefore do not have to declare and pay income tax or that the member will declare it as part of his/her assessment.

##### RESOLUTION

That cognisance be taken of the attached minutes of the Speaker's forum meeting attended by ald M A Rangasamy on 2 and 3 February 2023.

#### 6.2 SALGA: IGR WORKING GROUP HELD ON 17 FEBRUARY 2023

The designated delegates for the SALGA IGR working group are the Executive Mayor and the Municipal Manager.

##### RESOLUTION

That the feedback from the SALGA IGR working group held on 17 February 2023 be noted.

### 7. DELEGATED MATTERS IN RESPECT OF ADMINISTRATION

None – the performance measurement reports (including the SDBIP) will be presented at the Council meeting on 26 April 2023.

#### 9.1 MAANDVERSLAG: FEBRUARIE 2023

Die voorsitter lê die maandverslag ter tafel soos met die sakelys gesirkuleer en versoek die Direkteur: Finansiële Dienste, mnr M A C Bolton, om belangrike aspekte uit te wys.

Rdl A K Warnick verwys na die dienslewering- en begrotingimplementeringsplan en versoek dat meer vendorpunte oorweeg moet word in terme van voorafbetaalde elektrisiteit, om die diens nader aan die inwoners van Swartland Munisipaliteit te bring. Daar word ook versoek dat aanlyn aankope van elektrisiteit oorweeg moet word.

Rdl B J Penxa verwys na die toekennings en subsidies ontvang vir Februarie 2023 en verneem oor die besonderhede ten opsigte van die toekenning van studiebeurse aan studente.

Die Direkteur: Korporatiewe Dienste bevestig dat die beurse toegeken word aan eksterne studente woonagtig in die Swartland munisipale area wat by 'n Universiteit studeer. Dit is tans moeilik om studente te werf wat voldoen aan al die vereistes.

Die Direkteur: Finansiële Dienste meld dat die voorwaardes van die toekennings vir die studiebeurse word deur die provinsiale tesourie bestuur. Die student moet in 'n spesifieke veld studeer; en die munisipaliteit rapporteer aan die provinsiale tesourie oor die prestasie van die toelae wat spandeer word.

Die Direkteur: Finansiële Dienste verduidelik breedvoerig die verkope van voorafbetaalde elektrisiteit by die verskeie vendorpunte. Swartland Munisipaliteit sal binne die volgende maand met 'n loodsprogram begin om voorafbetaalde verbruikers in staat te stel om elektrisiteit met hul bankkaart te koop.

'n Jaar gelede het die munisipaliteit wel die mark getoets om voorafbetaalde elektrisiteit aanlyn te verkoop en sou die stelsel die munisipaliteit oor die meerjarige kapitaal en bedryfsbegroting sowat R9 miljoen kos en die raad het daarteen besluit. Daar is voorsiening gemaak in die begroting vir jaar 2, om die aanlyn aankoop van elektrisiteit te implementeer.

#### BESLUIT

(op voorstel van rdl A K Warnick, gesekondeer deur rdh T van Essen)

Dat kennis geneem word van die maandverslag van die Direktoraat Finansiële Dienste vir Februarie 2023.

#### 10. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen.

(GET) RDL N SMIT  
ONDERVOORSITTER

#### 8. MATTERS FOR RECOMMENDATION TO THE EXECUTIVE MAYOR

None

#### 9. DELEGATED MATTERS IN RESPECT OF FINANCES

##### 9.1 MONTHLY REPORT: FEBRUARY 2023

The chairperson tabled the monthly report as circulated with the agenda and requested the Director: Financial Services, mr M A C Bolton, to point out important aspects.

Cllr A K Warnick referred to the service delivery and budget implementation plan and requested that more vendor points should be considered in terms of prepaid electricity, to bring the service closer to the residents of Swartland Municipality. It is also requested that online purchases of electricity should be considered.

Cllr B J Penxa referred to the awards and subsidies received for February 2023 and asked about the details regarding the awarding of scholarships to students.

The Director: Corporate Services confirmed that the bursaries are awarded to external students residing in the Swartland municipal area who are studying at a University. It is currently difficult to recruit students who meet all the requirements.

The Director: Financial Services stated that the conditions of the grants for the scholarships are managed by the provincial treasury. The student must study in a specific field; and the municipality report to the provincial treasury on the performance of the grant spent.

The Director: Financial Services explained in detail the sales of prepaid electricity at the various vendor points. Swartland Municipality will start a pilot program within the next month to enable pre-paid consumers to buy electricity with their bank card.

A year ago, the municipality did test the market to sell prepaid electricity online and the system would cost the municipality about R9 million over the multi-year capital and operating budget and the council decided against it. Provision has been made in the budget for year 2, to implement the online purchase of electricity.

#### RESOLUTION

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

That cognisance be taken of the monthly report of the Director Financial Services for February 2023.

#### 10. MATTERS FOR RECOMMENDATION TO THE EXECUTIVE MAYOR

None

(SGD) CLLR N SMIT  
DEPUTY CHAIRPERSON



**NOTULE VAN 'N VERGADERING VAN DIE SIVIELE- EN ELEKTRIESE DIENSTE  
PORTEFEULJEKOMITEE VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 12  
APRIL 2023 OM 10:45**

**TEENWOORDIG:**

**RAADSLEDE:**

Voorsitter, rdl R J Jooste  
Ondervoorsitter, rdh T van Essen

|                |                    |
|----------------|--------------------|
| Bess, D G      | Smit, N            |
| Duda, A A      | Stanley, B J (rdh) |
| Fortuin, C     | Van Zyl, M (rdd)   |
| O'Kennedy, E C | Warnick, A K       |
| Pieters, C     |                    |

**BEAMPTES:**

Waarnemende Munisipale Bestuurder, me J S Krieger  
Direkteur: Finansiële Dienste, mnr M A C Bolton  
Direkteur: Beskermingsdienste, mnr P A C Humphreys  
Direkteur: Korporatiewe Dienste, me M S Terblanche  
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann  
Direkteur: Elektriese Ingenieursdienste, mnr T Möller  
Komitee beampte, me S Willemse

**1. OPENING/VERLOF TOT AFWESIGHEID**

Die voorsitter verwelkom almal teenwoordig.

Die voorsitter bevestig die teenwoordigheid van raadslede wat dien op die Portefeuljekomitee:  
Siviele en Elektriese Dienste.

Verlof tot afwesigheid word verleen aan die Uitvoerende Burgemeester, rdh J H Cleophas en die  
Munisipale Bestuurder, mnr J J Scholtz.

**2. NOTULE**

**2.1 NOTULES VAN 'N PORTEFEULJEKOMITEEVERGADERING (SIVIELE- EN  
ELEKTRIESE DIENSTEKOMITEE) GEHOU OP 8 MAART 2023**

**BESLUIT**

(voorgestel deur rdl A K Warnick, gesekondeer deur rdl N Smit)

Dat die notule van die Portefeuljekomiteevergadering (Siviele- en Elektriese Dienste)  
gehou op 8 Maart 2023 goedgekeur word.

**3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS**

Geen

**4. SAKE VOORTSPRUITEND UIT NOTULES**

Geen

**5. GEDELEGEERDE SAKE**

**5.1. MAANDVERSLAG: FEBRUARIE 2023**

**5.1.1 SIVIELE INGENIEURSDIENSTE**



**MINUTES OF A MEETING OF THE CIVIL AND ELECTRICAL ENGINEERING SERVICES PORTFOLIO  
COMMITTEE OF THE SWARTLAND MUNICIPAL COUNCIL HELD ON WEDNESDAY, 12 APRIL 2023  
AT 10:45**

**PRESENT:**

**COUNCILLORS:**

Chairperson, cllr R J Jooste  
Deputy Chairperson, ald T van Essen

|                |                    |
|----------------|--------------------|
| Bess, D G      | Smit, N            |
| Duda, A A      | Stanley, B J (ald) |
| Fortuin, C     | Van Zyl, M (ald)   |
| O'Kennedy, E C | Warnick, A K       |
| Pieters, C     |                    |

**OFFICIALS:**

Acting Municipal Manager, ms J S Krieger  
Director: Financial Services, mr M A C Bolton  
Director: Protection Services, mr P A C Humphreys  
Director: Corporate Services, ms M S Terblanche  
Director: Civil Engineering Services, mr L D Zikmann  
Director: Electrical Engineering Services, mr T Möller  
Committee Officer, ms S Willemse

**1. OPENING/APOLOGIES**

The chairperson welcomed members.

The chairperson confirmed the presence of councillors serving on the Portfolio Committee: Civil  
and Electrical Services.

Apologies received from the Executive Mayor, ald J H Cleophas and the Municipal Manager, mr J  
J Scholtz.

**2. MINUTES**

**2.1 MINUTES OF A PORTFOLIO COMMITTEE MEETING (CIVIL AND ELECTRICAL  
SERVICES COMMITTEE) HELD ON 8 MARCH 2023**

**RESOLUTION**

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

That the minutes of a Portfolio Committee Meeting (Civil and Electrical Services) held on  
8 March 2023 are approved.

**3. SUBMISSIONS/DEPUTATIONS/COMMUNICATIONS**

None

**4. MATTERS ARISING FROM THE MINUTES**

None

**5. DELEGATED MATTERS**

**5.1. MONTHLY REPORT: FEBRUARY 2023**

**5.1.1 CIVIL ENGINEERING SERVICES**

Die voorsitter lê die maandverslag, soos met die sakelys gesirkuleer, ter tafel.

Rdl A K Warnick lewer kommentaar oor die lae waterdruk in Sibanye Square, veral in die aande. Geen water was beskikbaar toe daar 'n brand op Donderdag 6 April 2023 plaasgevind het nie.

Rdl D G Bess spreek haar kommer uit oor die groei van onkruid op begraafplase en versoek die munisipaliteit om dit te sny.

Die Direkteur: Siviele Ingenieursdienste meld dat hy bewus is van bovermelde kwessies en dat die probleem aangespreek sal word.

Rdl A K Warnick spreek sy kommer uit oor die onwettige storting regoor Swartland Munisipaliteit wat plaasvind, ten spyte daarvan dat die areas skoongemaak word deur die munisipale werkers.

Rdl A A Duda spreek sy kommer uit dat die stormwater opvangputte in llinge Lethu geblokkeer is met vullis, wat gewoonlik keer dat stormwater daarin vloei.

Die Direkteur: Siviele Ingenieursdienste verduidelik breedvoerig die stormwater stelsel en meld dat die instandhouding van die stormwater 'n groot probleem vir die munisipaliteit is en dat die stormwater opvangputte, misbruik word deur die inwoners vir ander doeleindes.

#### **BESLUIT**

(op voorstel van rdl D G Bess, gesekondeer deur rdl E C O'Kennedy)

Dat kennis geneem word van die maandverslag van die Direkoraat Siviele Ingenieursdienste vir Februarie 2023.

#### **5.1.2 ELEKTRIESE INGENIEURSDIENSTE**

Die voorsitter lê die maandverslag ter tafel, soos met die sakelys gesirkuleer, en versoek die Direkteur: Elektriese Ingenieursdienste, mnr T Möller om die belangrikste aspekte uit te lig.

Rdl D G Bess lewer kommentaar oor die drade van die elektrises pale in die munisipale area en is bekommerd dat Eskom van geen hulp is nie.

Die Direkteur: Elektriese Ingenieursdienste meld dat hy 'n versoek aan Eskom gerig het insake hul opgedateerde kontakbesonderhede. Die kontakbesonderhede sal aan die Raadslede en inwoners versprei word, sodra Eskom dit stuur.

Verder meld die Direkteur: Elektriese Ingenieursdienste dat hy 'n vergadering met die leiers van Eskom versoek het om die probleme wat ondervind word in die munisipaliteit aan te spreek.

Ten slotte meld die Direkteur: Elektriese Ingenieursdienste dat daar 'n onderbreking van elektrisiteitstoever sal wees in Darling en Yzerfontein op Dinsdag 18 April 2023 tussen 07:00 en 19:00.

#### **BESLUIT**

(op voorstel van rdl D G Bess, gesekondeer deur rdl E C O'Kennedy)

Dat kennis geneem word van die maandverslag van die Direkoraat Elektriese Ingenieursdienste vir Februarie 2023.

#### **6. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER**

Geen

(GET) RDL R J JOOSTE  
VOORSITTER

The chairperson tabled the monthly report as circulated with the agenda.

Cllr A K Warnick commented on the low water pressure in Sibanye Square, especially in the evenings. No water was available when a fire occurred on Thursday 6 April 2023.

Cllr D G Bess expressed her concern about the growth of weeds in cemeteries and requested the municipality to cut them.

The Director: Civil Engineering Services stated that he is aware of the above issues and that the problem will be addressed.

Cllr A K Warnick expressed his concern about the illegal dumping that is taking place across Swartland Municipality, despite the areas being cleaned by the municipal workers.

Cllr A A Duda expressed his concern that the storm water catchment pits in llinge Lethu are blocked with garbage, which usually prevents storm water from flowing into them.

The Director: Civil Engineering Services explained the storm water system in detail and stated that the maintenance of the storm water is a big problem for the municipality and that the storm water collection pits are misused by the residents for other purposes.

#### **RESOLVED**

(proposed by cllr D G Bess, seconded by cllr E C O'Kennedy)

That cognisance be taken of the monthly report of the Directorate Civil Engineering Services for February 2023.

#### **5.1.2 ELECTRICAL ENGINEERING SERVICES**

The chairperson tabled the monthly report as circulated with the agenda and requested the Director: Electrical Engineering Services, Mr T Möller, to highlight the most important aspects.

Cllr D G Bess commented on the wires of the electricity poles in the municipal area and is concerned that Eskom is of no help.

The Director: Electrical Engineering Services stated that he has made a request to Eskom regarding their updated contact details. The contact details will be distributed to the Councilors and residents as soon as Eskom sends them.

Furthermore, the Director: Electrical Engineering Services stated that he has requested a meeting with the management of Eskom to address the problems encountered in the municipality.

Conclusively, the Director: Electrical Engineering Services stated that there will be an interruption of electricity supply in Darling and Yzerfontein on Tuesday 18 April 2023 between 07:00 and 19:00.

#### **RESOLUTION**

(proposed cllr D G Bess, seconded by cllr E C O'Kennedy)

That cognisance be taken of the monthly report of the Directorate: Electrical Engineering Services for February 2023.

#### **6. MATTERS FOR RECOMMENDATION TO THE EXECUTIVE MAYOR**

None

(SGD) CLLR R J JOOSTE  
CHAIRPERSON



**NOTULE VAN 'N VERGADERING VAN DIE ONTWIKKELINGSDIENSTE PORTEFEULJEKOMITEE VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 12 APRIL 2023 OM 11:15**

**TEENWOORDIG:**

**RAADSLEDE:**

Voorsitter, rdl G Vermeulen  
Ondervoorsitter, rdl D G Bess

|             |                      |
|-------------|----------------------|
| Booyen, A M | Rangasamy, M A (rdh) |
| Daniels, C  | Smit, N              |
| Ngozi, M    | Soldaka, P E         |
| Pypers, D C |                      |

**BEAMPTES:**

Waarnemende Munisipale Bestuurder, me J S Krieger  
Direkteur: Finansiële Dienste, mnr M A C Bolton  
Direkteur: Beskermingsdienste, mnr P A C Humphreys  
Direkteur: Korporatiewe Dienste, me M S Terblanche  
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann  
Direkteur: Elektriese Ingenieursdienste, mnr T Möller  
Komitee beampte, me S Willems

**1. OPENING/VERLOF TOT AFWESIGHEID**

Die voorsitter verwelkom almal teenwoordig.

Die voorsitter bevestig die teenwoordigheid van raadslede wat dien op die Portefeuljekomitee: Ontwikkelingsdienste.

Verlof tot afwesigheid word verleen aan rdl I S le Minnie, J M de Beer, die Uitvoerende Burgemeester, rdh J H Cleophas en die Munisipale Bestuurder, mnr J J Scholtz.

**2. NOTULE**

**2.1 NOTULES VAN 'N PORTEFEULJEKOMITEEVERGADERING (ONTWIKKELINGSDIENSTE) GEHOU OP 8 MAART 2023**

**BESLUIT**

(voorgestel deur rdh M A Rangasamy, gesekondeer deur rdl D C Pypers)

Dat die notule van die Portefeuljekomiteevergadering (Ontwikkelingsdienste) gehou op 8 Maart 2023 goedgekeur word, onderhewig aan die regstelling:

**Item 5.1: Maandverslag: Januarie 2023**

Rdl A M Booyen verwys na die LDAC en spreek haar kommer uit dat daar geen aksies voortspruitend is, soos met die GBV program nie. Dat 'n uitnodiging aan die Direkteur: Ontwikkelingsdienste gestuur word om die LDAC-vergaderings by te woon.

Rdl A M Booyen lewer kommentaar oor wanneer die volgende behuisingsprojek in Malmesbury sal wees, aangesien daar nog soveel mense op die waglys is.

**3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS**

Rdl A M Booyen spreek haar ontevredenheid uit oor die probleem wat sy die afgelope naweek ondervind het om die kennisgewings en agendas van vergaderings af te laai, aangesien die



**MINUTES OF A MEETING OF THE DEVELOPMENT SERVICES PORTFOLIO COMMITTEE OF THE SWARTLAND MUNICIPAL COUNCIL HELD ON WEDNESDAY, 12 APRIL 2023 AT 11:15**

**PRESENT:**

**COUNCILLORS:**

Chairperson, clir G Vermeulen  
Deputy chairperson, clir D G Bess

|             |                      |
|-------------|----------------------|
| Booyen, A M | Rangasamy, M A (ald) |
| Daniels, C  | Smit, N              |
| Ngozi, M    | Soldaka, P E         |
| Pypers, D C |                      |

**OFFICIALS:**

Acting Municipal Manager, ms J S Krieger  
Director: Financial Services, mr M A C Bolton  
Director: Protection Services, mr P A C Humphreys  
Director: Corporate Services, ms M S Terblanche  
Director: Civil Engineering Services, mr L D Zikmann  
Director: Electrical Engineering Services, mr T Möller  
Committee Officer, ms S Willems

**1. OPENING/APOLOGIES**

The chairperson welcomed the members.

The chairperson confirmed the presence of councillors serving on the Portfolio Committee: Development Services.

Apologies received from clirs I S le Minnie, J M de Beer, the Executive Mayor, ald J H Cleophas and the Municipal Manager, mr J J Scholtz.

**2. MINUTES**

**2.1 MINUTES OF A PORTFOLIO COMMITTEE MEETING (DEVELOPMENT SERVICES) HELD ON 8 MARCH 2023**

**RESOLUTION**

(proposed by ald M A Rangasamy, seconded by clir D C Pypers)

That the minutes of a Portfolio Committee Meeting (Development Services) held on 8 March 2023 are approved, subject to the correction:

**Item 5.1: Monthly Report: January 2023**

Clir A M Booyen referred to the LDAC and expressed her concern that there are no resulting actions, as with the GBV programme. That an invitation will be sent to the Director: Development Services to attend the LDAC meetings.

Clir A M Booyen commented on when the next housing project will be in Malmesbury, as there are still so many people on the waiting list.

**3. SUBMISSIONS/DEPUTATIONS/COMMUNICATIONS**

Clir A M Booyen expressed her dissatisfaction with the problem she experienced in recent weekends in downloading the notices and agendas of meetings, as the link cannot open over a weekend. As a result, she was unable to work through the agenda of the Portfolio Committee meeting.

skakel nie oor 'n naweek kan oopmaak nie. As gevolg hiervan kon sy nie deur die agenda van die Portefeuljekomiteevergadering werk nie.

#### KENNIS GENEEM

#### 4. SAKE VOORTSPRUITEND UIT NOTULES

Geen

#### 5. GEDELEGEERDE SAKE

##### 5.1 MAANDVERSLAG: FEBRUARIE 2023

Die voorsitter lê die maandverslag ter tafel.

Die Direkteur: Ontwikkelingsdienste bring die volgende aangeleenthede onder die aandag van raadslede, naamlik –

- De Hoop Projek Fase 1: Aan die einde van Februarie 2023 was daar 341 huise uitgedeel. Die eerste fase behuising sal aan die einde van Junie 2023 afgesluit word.
- Darling FLISP Projek: Die projek sal 36 GAP-behuisingsgeleenthede vir begunstigdes in Darling skep.
- Jeugontwikkeling: Die munisipaliteit het begin met 'n Geslagsgebaseerde Geweld bewusmakingsprojek by die Wesbank Sportveld. Positiewe terugvoer vanaf die gemeenskap van Malmesbury was ontvang.

Rdl P E Soldaka verneem oor die behuisingsprojek van Moorreesburg nie verskyn op die maandverslag nie; en hoe ver die integrasie van vroeë kinderontwikkeling (ECD) tot die departement van onderwys is.

Die Direkteur: Ontwikkelingsdienste meld dat die Moorreesburg behuisingsprojek implementeer sal word vanaf 1 Julie 2023, daarom sal dit in die daaropvolgende maandverslae gerapporteer word.

Die Direkteur: Ontwikkelingsdienste meld dat die amptenaar wat verantwoordelik is vir ECD is baie behulpsaam in terme van die kleuterskole in die munisipale areas. Daar word gereelde opleidingssessies gehou met die ECD deur die Departement van Onderwys.

#### BESLUIT

(op voorstel van rdl D C Pypers, gesekondeer deur rdh M A Rangasamy)

Dat kennis geneem word van die maandverslag van die Direktoraat Ontwikkelingsdienste vir Februarie 2023.

#### 6. VERSLAGDOENING INSAKE GEDELEGEERDE BESLUITNEMING DEUR

##### 6.1 DIE MUNISIPALE BEPLANNINGSTRIBUNAAL

Dat KENNIS GENEEM word van die inhoud van die notule van 'n vergadering van die Munisipale Beplanningstribunaal gehou op 8 Maart 2023.

#### 7. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

##### 7.1 VERSLAG OOR GEMEENSAP ONTWIKKELING / VEILIGHEID WERKGROEP - SALGA

Die SALGA-gemeenskapsontwikkeling en sekuriteit het op 14 Februarie 2023 plaasgevind.

Hierdie verslag het ten doel om verslag te doen betreffende die aangeleenthede wat bespreek en aangebied was tydens bogenoemde werkgroep.

#### 4. MATTERS ARISING FROM THE MINUTES

None

#### 5. DELEGATED MATTERS

##### 5.1 MONTHLY REPORT: FEBRUARY 2023

The chairperson tabled the monthly report.

The Director: Development Services brought the following matters to the attention of councillors, namely –

- De Hoop Project Phase 1: At the end of February 2023, 341 houses had been distributed. The first phase of housing will be completed at the end of June 2023.
- Darling FLISP Project: The project will create 36 GAP housing opportunities for beneficiaries in Darling.
- Youth Development: The municipality started a Gender-Based Violence awareness project at the Westbank Sports Field. Positive feedback from the community of Malmesbury was received.

Cllr P E Soldaka asked about the housing project of Moorreesburg that's not appearing on the monthly report; and how far the integration of early childhood development (ECD) is in terms of the Department of Education.

The Director: Development Services stated that the Moorreesburg housing project will be implemented from 1 July 2023, therefore this will be reported in the subsequent monthly reports.

The Director: Development Services stated that the official responsible for ECD is very helpful in terms of the kindergartens in the municipal areas. Regular training sessions are held with the ECD by the Department of Education.

#### RESOLUTION

(proposed by cllr D C Pypers, seconded by ald M A Rangasamy)

That cognisance be taken of the monthly report of the Directorate Development Services for February 2023.

#### 6. REPORTING REGARDING DELEGATED DECISION MAKING BY

##### 6.1 THE MUNICIPAL PLANNING TRIBUNAL

Cognisance be taken of the minutes of the Municipal Planning Tribunal held on 8 March 2023.

#### 7. MATTERS FOR RECOMMENDATION TO THE EXECUTIVE MAYOR

##### 7.1 REPORT ON THE COMMUNITY DEVELOPMENT / SECURITY / WORKING GROUP - SALGA

The SALGA Community Development and Security took place on 14 February 2023.

This report aims to report on the matters that were discussed and presented during the above working group.

#### RESOLUTION

That cognisance be taken of the report on community development / safety working group - SALGA.

**BESLUIT**

Dat kennis geneem word van die verslag oor gemeenskap ontwikkeling / veiligheid werkgroep – SALGA.

**7.2 SALGA: MENSLIKE NEDERSETTING & STEDELIKE AGENDA (HSUA) PROVINSIALE WERKGROEP 13 FEBRUARIE 2023**

Hierdie verslag handel oor prosedurele aangeleenthede en die agenda van die Menslike Nedersetting en Stedelike Agenda Provinsiale Werkgroep.

**BESLUIT**

Dat kennis geneem word van die verslag oor SALGA: Menslike Nedersetting & Stedelike agenda (HSUA) Provinsiale Werkgroep 13 Februarie 2023.

**7.3 SALGA: GESAMENTLIKE OPENBARE VERVOER EN PAAIE EN OMGEWINGSBESTUUR EN KLIMAATVEERSTANDIGHEID WERKSGROEP 14 FEBRUARIE 2023**

Hierdie verslag handel oor prosedurele aangeleenthede en die agenda van Openbare Vervoer en Paaie en Omgewingsbestuur en Klimaatveerkragtigheid Beplanning Werkgroep.

**BESLUIT**

Dat kennis geneem word van die verslag oor SALGA : Gesamentlike Openbare Vervoer en Paaie en Omgewingsbestuur en Klimaatveerstandigheid Werksgroep 14 Februarie 2023.

(GET) RDL G VERMEULEN  
VOORSITTER

**7.2 SALGA: HUMAN SETTLEMENT & URBAN AGENDA (HSUA) PROVINCIAL WORKING GROUP 13 FEBRUARY 2023**

This report deals with procedural matters and the agenda of the Human Settlement and Urban Agenda Provincial Working Group.

**RESOLUTION**

That cognisance be taken of the SALGA: Human Settlement & Urban Agenda (HSUA) Provincial Working Group 13 February 2023.

**7.3 SALGA: JOINT PUBLIC TRANSPORT AND ROADS AND ENVIRONMENT MANAGEMENT AND CLIMATE RESILIENCE WORKING GROUP 14 FEBRUARY 2023**

This report deals with procedural matters and the agenda of Public Transport and Roads and Environmental Management and Climate Resilience Planning Working Group.

**RESOLUTION**

That cognisance be taken of the SALGA: Joint Public Transport and Roads and Environment Management and Climate Resilience Working Group 14 February 2023

(SGD) CLLR G VERMEULEN  
CHAIRPERSON



**NOTULE VAN 'N VERGADERING VAN DIE BESKERMINGSDIENSTE PORTEFEULJEKOMITEE VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 12 APRIL 2023 OM 11:03**

**TEENWOORDIG:**

**RAADSLEDE:**

Voorsitter, rdd M van Zyl  
Ondervoorsitter, rdl A K Warnick

|             |                    |
|-------------|--------------------|
| Bess, D G   | Papier, J R        |
| Daniels, C  | Pieters, C         |
| Fortuin, C  | Stanley, B J (rdh) |
| Jooste, R J |                    |

**BEAMPTES:**

Waarnemende Munisipale Bestuurder, me J S Krieger  
Direkteur: Finansiële Dienste, mnr M A C Bolton  
Direkteur: Beskermingsdienste, mnr P A C Humphreys  
Direkteur: Korporatiewe Dienste, me M S Terblanche  
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann  
Direkteur: Elektriese Ingenieursdienste, mnr T Möller  
Komitee beampte, me S Willemsse

**1. OPENING/VERLOF TOT AFWESIGHEID**

Die voorsitter verwelkom lede.

Die voorsitter bevestig die teenwoordigheid van raadslede wat dien op die Portefeuljekomitee: Beskermingsdienste.

Verlof tot afwesigheid word verleen aan rdl I S le Minnie, J M de Beer, die Uitvoerende Burgemeester, rdh J H Cleophas en die Munisipale Bestuurder, mnr J J Scholtz.

**2. NOTULE**

**2.1 NOTULES VAN 'N PORTEFEULJEKOMITEEVERGADERING (BESKERMINGS-DIENSTE) GEHOU OP 8 MAART 2023**

**BESLUIT**

(voorgestel deur rdl A K Warnick, gesekondeer deur rdl D G Bess)

Dat die notule van die Portefeuljekomiteevergadering (Beskermingsdienste) gehou op 8 Maart 2023 goedgekeur word, onderhewig aan die regstelling:

*The Traffic and Law Enforcement Department has a mandate from the IDP to monitor all informal settlements within the Swartland municipal area and to prevent and manage land invasion.*

**3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS**

Geen

**4. SAKE VOORTSPRUITEND UIT NOTULES**

Geen



**MINUTES OF A MEETING OF THE PROTECTION SERVICES PORTFOLIO COMMITTEE OF THE SWARTLAND MUNICIPAL COUNCIL HELD ON WEDNESDAY, 12 APRIL 2023 AT 11:03**

**PRESENT:**

**COUNCILLORS:**

Chairperson, ald M van Zyl  
Deputy chairperson, cllr A K Warnick

|             |                    |
|-------------|--------------------|
| Bess, D G   | Papier, J R        |
| Daniels, C  | Pieters, C         |
| Fortuin, C  | Stanley, B J (ald) |
| Jooste, R J |                    |

**OFFICIALS:**

Acting Municipal Manager, ms J S Krieger  
Director: Financial Services, mr M A C Bolton  
Director: Protection Services, mr P A C Humphreys  
Director: Corporate Services, ms M S Terblanche  
Director: Civil Engineering Services, mr L D Zikmann  
Director: Electrical Engineering Services, mr T Möller  
Committee Officer, ms S Willemsse

**1. OPENING/APOLOGIES**

The chairperson welcomed members.

The chairperson confirmed the presence of councillors serving on the Portfolio Committee: Protection Services.

Apologetics received from cllrs I S le Minnie, J M de Beer, the Executive Mayor, ald J H Cleophas and the Municipal Manager, mr J J Scholtz.

**2. MINUTES**

**2.1 MINUTES OF A PORTFOLIO COMMITTEE MEETING (PROTECTION SERVICES) HELD ON 8 MARCH 2023**

**BESLUIT**

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

That the minutes of a Portfolio Committee Meeting (Protection Services) held on 8 March 2023 are approved, subject to the correction:

The Traffic and Law Enforcement Department has a mandate from the IDP to monitor all informal settlements within the Swartland municipal area and to prevent and manage land **invasion**.

**3. SUBMISSIONS/DEPUTATIONS/COMMUNICATIONS**

None

**4. MATTERS ARISING FROM THE MINUTES**

None

**5. DELEGATED MATTERS**

**5.1. MONTHLY REPORT FEBRUARY 2023**

## 5. GEDELEGEERDE SAKE

### 5.1. MAANDVERSLAG: FEBRUARIE 2023

#### 5.1.1 VERKEER- EN WETSTOEPASSINGSDIENSTE

Die voorsitter lê die maandverslag, soos met die sakelys gesirkuleer, ter tafel en gee geleentheid aan die Direkteur: Beskermingsdienste om belangrikste aspekte uit die maandverslag aan raadslede uit te wys.

Die Direkteur: Beskermingsdienste lig die volgende uit:

- Die honde-eenheid het twee oorgrensbystande aan SAPD en munisipaliteite binne Weskus area gehad en 23 arrestasies vir die maand gemaak.
- Die Reaksie-Eenheid is ten volle in werking.
- Die slaagsyfer van bestuur- en leerderlisensies word uitgewys.
- SAPD het 'n vuurwapeninspeksie op al die vuurwapens gedoen en alles in orde verklaar.

Rdl A K Warnick spreek sy kommer uit oor die personeel by die Verkeerskantoor onbeskof is teenoor die publiek en voorkeur gee aan die groot motorhandelaars in die dorp, ten opsigte van dienslewering.

Die Direkteur: Beskermingsdienste meld dat hy bovermelde probleem sal aanspreek, sodra hy meer besonderhede het.

#### 5.1.2 BRANDBESTRYDING

Rdl D G Bess verwys na die tekort aan Brandweer personeel in Riebeeck-Wes en Riebeeck Kasteel.

Die raadslede verwys na die brand wat op Donderdag 6 April 2023 in Moorsburg, by die informele nedersettings plaasgevind het en spreek hul kommer uit oor daar geen water beskikbaar was om die brand te blus nie en geen reaksie was van die Brandweerdienste by Weskus Distriksmunisipaliteit nie.

Die Direkteur: Beskermingsdienste meld dat daar tans 'n meningsverskil oor rekeninge tussen Swartland Munisipaliteit en Weskus Distriksmunisipaliteit is. Die prosedure oor hoe die 2 munisipaliteite mekaar kan help was nie gevolg nie.

Rdl C Daniels onderneem om die probleem met die Brandweerdienste op te neem by die Weskus Distriksmunisipaliteit Raad.

#### BESLUIT

(op voorstel van rdl D G Bess, gesekondeer deur rdl A K Warnick)

Dat kennis geneem word van die verslae van die onderskeie afdelings in die Direkoraat Beskermingsdienste, nl. Verkeer- en Wetstoepassing en Brandbestryding vir Februarie 2023.

## 6. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

### 6.1 SALGA: NOODDIENSTE EN RAMPBESTUUR (ESDM) PROVINSIALE WERKGROEP GEHOU OP 16 FEBRUARIE 2023

Die aangewese afgevaardigdes van Swartland Munisipaliteit om die SALGA ESDM-werkgroep by te woon is rdl AK Warnick en die Direkteur Beskermingsdienste, albei was op 16 Februarie 2023 teenwoordig.

Die doel van hierdie verslag is om Raadslede in te lig oor die onderwerpe wat bespreek is en om sekere besprekings te beklemtoon.

### 5.1.1 TRAFFIC AND LAW ENFORCEMENT SERVICES

The chairperson tabled the monthly and requested the Director: Protection Services, mr P A C Humphreys, to highlight important aspects therein to councillors.

The Director: Protective Services highlighted the following:

- The dog unit had two cross boundary assistances to SAPS and municipalities within the West Coast area and made 23 arrests for the month.
- The Reaction Unit is fully operational.
- The pass rate of driving and learner's licenses is indicated.
- SAPS did a fire arm inspection on all the fire arms and declared everything in order.

Cllr A K Warnick expressed his concern about the staff at the Traffic Office being rude to the public and giving preference to the large car dealerships in town, in terms of service delivery.

The Director: Protective Services stated that he will address the above issue as soon as he has more details.

### 5.1.2 FIRE FIGHTING

Cllr D G Bess referred to the shortage of Fire Service personnel in Riebeeck West and Riebeeck Kasteel.

The Councillors referred to the fire that took place on Thursday 6 April 2023 in Moorsburg, at the informal settlements and expressed their concern that there was no water available to extinguish the fire and there was no response from the Fire Services at West Coast District Municipality.

The Director: Protection Services explained that there is currently a disagreement about accounts between Swartland Municipality and West Coast District Municipality. The procedure on how the 2 municipalities can help each other was not followed.

Cllr C Daniels undertake to take up the problem with the Fire Services at the West Coast District Municipality Council.

#### RESOLUTION

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

That cognisance be taken of the monthly reports from the various divisions in the Directorate Protection Services, namely Traffic and Law Enforcement and Fire Fighting, for February 2023.

## 6. MATTERS FOR RECOMMENDATION TO THE EXECUTIVE MAYOR

### 6.1 SALGA: EMERGENCY SERVICES AND DISASTER MANAGEMENT (ESDM) PROVINCIAL WORKING GROUP HELD ON 16 FEBRUARY 2023

The designated delegates from Swartland Municipality to attend the SALGA ESDM working group are cllr AK Warnick and the Director Protection Services, both were present on 16 February 2023.

The purpose of this report is to inform Council members about the topics discussed and to highlight certain discussions.

**BESLUIT**

Dat kennis geneem word van die SALGA: Nooddienste en Rampbestuur (Esdm)  
Provinsiale Werkgroep Gehou Op 16 Februarie 2023.

(GET) RDD M VAN ZYL  
VOORSITTER

**RESOLUTION**

That cognisance be taken of the SALGA: Emergency Services and Disaster Management  
(ESDM) Provincial Working Group Held on 16 February 2023.

(SGD) ALD M VAN ZYL  
CHAIRPERSON





**MINUTES OF A MEETING OF A BID ADJUDICATION COMMITTEE VIRTUALLY HELD ON TUESDAY, 20 APRIL 2023 AT 15:00**

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**PRESENT**

Director: Corporate Services, Ms M S Terblanche (chairperson)  
Director: Financial Services, Mr M Bolton  
Director: Electrical Engineering Services, Mr T Möller  
Snr Manager: Supply Chain Management, Mr P Swart  
Director: Development Services, Ms J S Krieger  
Manager: Secretariat and Records Services, Ms N Brand

**1. OPENING/APOLOGIES**

The chairperson opened the meeting.

**2. DECLARATION OF INTEREST**

**RESOLVED** that cognisance is taken that no declaration of interests were made.

**3. MINUTES**

**3.1 MINUTES OF A BID ADJUDICATION COMMITTEE MEETING HELD ON 14 FEBRUARY 2023**

**RESOVLED**

That the minutes of the Bid Adjudication Committee held on 14 February 2023 be approved.

**3.2 MINUTES OF A BID EVALUATION COMMITTEE MEETING HELD ON 18 APRIL 2023**

**FOR COGNISANCE**

**4. MATTERS FOR CONSIDERATION**

**4.1 TENDER T29/22/23: PROVISIONS OF A WEB-BASED SYSTEM INDIGENT MANAGEMENT AND INCOME VERIFICATION SYSTEM FOR SWARTLAND MUNICIPALITY FOR THE PERIOD ENDING 30 JUNE 2025 (8/2/21)**

Tenders were invited for a web-based system in order to electronically receive and verify the applications for indigent support. The verification system will be linked to the Department of Home Affairs, SASSA and other lawful credit regulatory systems. The web-based system will also entails an electronic application system and the uploading and storage of all supporting documentation. The system will support biometric verification and reduce the risk of fraudulent applications.

The compulsory clarification meeting was attended by three prospective tenderers, but at the closing of the tender only one tender was received.

**RESOLUTION<sup>1</sup>**

- (a) It is recommended that Tender T29/22/23 for the provision of a web-based system indigent management and income verification system be awarded to RiscFree Dot Com (Pty) Ltd for the period ending 30 June 2025 for the tender of the fixed amount of R 1 445 358 .18 Incl Vat ( R 1 256 833.20 excl vat) and the tariff as per point B here below;

<sup>1</sup> Confirmed by the acting Municipal Manager on 21 April 2023

4.1(a)/...

| Description                             | Amount Excl Vat       | Amount Incl Vat       |
|-----------------------------------------|-----------------------|-----------------------|
| First Year: Until 30 June 2023          | R 197 981.60          | R 227 678.84          |
| Second Year: 1 July 2023 – 30 June 2024 | R 509 167.60          | R 585 542.74          |
| Third Year: 1 July 2024 – 30 June 2025  | R 549 684.00          | R 632 136.60          |
| Totals                                  | <b>R 1 256 833.20</b> | <b>R 1 445 358.18</b> |

(b) That the below tendered tariffs be accepted

| Description                             | Transaction Fee Per Unit price per new application |
|-----------------------------------------|----------------------------------------------------|
| First Year: Until 30 June 2023          | R22.43                                             |
| Second Year: 1 July 2023 – 30 June 2024 | R24.72                                             |
| Third Year: 1 July 2024 – 30 June 2025  | R26.45                                             |

(c) That the expenditure be allocated to the vote numbers as confirmed by the CFO, below:

|           |       |                |
|-----------|-------|----------------|
| 2022/2023 | Opex  | 9/210-1042-142 |
|           | Capex | 9/119-616-397  |
| 2023/2024 | Opex  | 9/210-1042-142 |
| 2024/2025 | Opex  | 9/210-1042-142 |

(sgd) M S TERBLANCHE  
CHAIRPERSON



# Verslag ♦ Ingxelo ♦ Report

Office of the Municipal Manager  
2023-05-25

2/1/4/4/1  
WARDS: All wards

## ITEM 8.1 OF THE AGENDA OF A COUNCIL MEETING TO BE HELD ON 25 MAY 2023

### SUBJECT: 2023 INTEGRATED DEVELOPMENT PLAN

#### 1. BACKGROUND

The Integrated Development Plan (IDP) is the Municipality's principal strategic plan that deals with the most critical development needs of the municipal area (external focus) as well as the most critical governance needs of the organisation (internal focus).

The IDP –

- is adopted by the council within a prescribed period after a municipal election and remains in force for the council's elected term;
- is drafted and reviewed annually in consultation with the local community as well as interested organs of state and other role players;
- guides and informs all planning and development, and all decisions with regard to planning, management and development; and
- forms the framework and basis for the municipality's medium term expenditure framework, annual budgets and performance management system.

Because the local government elections took place in November 2021, there was not sufficient time for the newly elected council to follow the full IDP compilation process as envisaged in Sections 25(1), 28 and 29 of the Municipal Systems Act 32 of 2000 (MSA) before end of June 2022.

On 26 May 2022 the new Council therefore adopted the IDP of its predecessor in terms of Section 25(3)(a) of the MSA.

However, on 25 August 2022 Council approved a Process Plan for the drafting of this totally transformed and rewritten IDP.

The draft IDP was tabled at the Council Meeting of 30 March 2023 and accepted in principle in terms of Chapter 5 of the Municipal Systems Act No 32 of 2000 for the purposes of obtaining public inputs and comments.

#### 2. THE AREA PLANS FOR 2023/2024

Five area plans were compiled in collaboration with ward councillors and ward committees as part of the IDP process. The area plans must be seen as a component of this IDP and contain information that supports and helps to define the Municipality's long term strategy. The information in the area plans is by the nature of things very detailed and geographically bound and is as such not repeated in the IDP. It is an initiative that compliments the IDP process by focusing on the specific issues and needs of the different wards. The following five area plans were compiled:

- North Moorreesburg and Koringberg (wards 1 and 2)
- East Riebeek West and Riebeek Kasteel (wards 3 and 12)
- West Darling and Yzerfontein (wards 5 and 6)
- South Abbotsdale, Chatsworth, Riverlands and Kalbaskraal (wards 4 and 7)
- Central Malmesbury (wards 8, 9, 10 and 11)

### 3. PROCESS FOR AMENDING IDP's

Regulation 3 of the Municipal Planning and Performance Management Regulations, 2001 prescribes the following process for amending IDP's:

- Only a member or committee of a municipal council may introduce a proposal for amending the IDP in the council.
- Any proposal for amending the IDP must be accompanied by a **memorandum** setting out the reasons for the proposal.
- An amendment to the IDP must be adopted by a decision taken by the council in accordance with the rules and orders of the council.
- No amendment to the IDP may be adopted by the municipal council unless -
  - o all the members of the council have been given reasonable notice;
  - o the proposed amendment has been published for public comment for a period of at least 21 days in a manner that allows the public an opportunity to make representations with regard to the proposed amendment;
  - o the municipality has consulted the district municipality on the proposed amendment and has taken all comments submitted to it by the district municipality into account before it takes a final decision on the proposed amendment.

*(The memorandum referred to in the second bullet above is attached as ANNEXURE 1)*

### 4. LEGISLATION

The following legislation is applicable:

- Municipal Systems Act, No 32 of 2000, Sections 25 to 36
- Municipal Finance Management Act, No 56 of 2003, Sections 21, 24 and 53
- Municipal Planning and Performance Management Regulations, 2001, Regulation 3

### 5. COMMUNITY INVOLVEMENT IN THE COMPILATION OF THE IDP

Community participation was done between September 2022 and March 2023 in the following ways:

- An online needs survey by means of Google Forms.
- Meetings per area with community representatives. Representatives included inter alia community leaders, NGO's in the area concerned, sector representatives, representatives of vulnerable groups and SMME's. Five meetings were held, one in each of the following areas: northern area (Moorreesburg and Koringberg), eastern area (Riebeek West and Riebeek Kasteel), western area (Darling and Yzerfontein), southern area (Riverlands, Chatsworth, Kalbaskraal and Abbotsdale) and central area (Malmesbury, Wesbank and Ilinge Lethu).
- Meetings per focus group with specific key role-players. The focus groups involved were Safety, Health, Education, Agriculture, Business, Tourism, Religion and Sport.
- A meeting with the big businesses in the Swartland.
- Meetings with each of the 12 municipal ward committees. Ward committees were asked to prioritise all community in respect of their wards.
- Open days in all the Swartland areas between 30 January 2023 and 8 February 2023.

### 6. STRATEGY WORKSHOP WITH COUNCIL AND MANAGEMENT

A Strategy Workshop with Council and management was held on 23 to 25 November 2022.

The goal of the 3-day session was to develop a new vision and strategic goals for the Municipality.

At the end of day 3, the participant groups gave feedback on their dreams, from which a vision and strategic goals for the new Integrated Development Plan were formulated.

### 7. PUBLIC COMMENTS AND INPUTS DURING APRIL 2023

The draft IDP was advertised in the local newspapers on 4 and 5 April for public inputs. Inputs were received from the Moorreesburg Sakekamer as well as two petitions from the Moorreesburg community. The inputs as well as the Municipality's comments are summarised in **ANNEXURE 2**.

## 8. STRATEGIC INTEGRATED MUNICIPAL ENGAGEMENT (SIME)

This engagement between the Western Cape Government (WCG) and the Municipality took place on 2 May 2023. The comments from the WCG on the IDP as well as our response are attached as **ANNEXURE 3**.

## 9. AANBEVELING / RECOMMENDATION

- (a) Dat die 2023 Geïntegreerde Ontwikkelingsplan (GOP) vir die Swartland munisipale gebied, sowel as die vyf Areaplanne vir 2023/2024, goedgekeur word in terme van Hoofstuk 5 van die Wet op Munisipale Stelsels Nr 32 van 2000;
  - (b) dat die Raad kennis neem van die wysigings aan die Ruimtelike Ontwikkelingsraamwerk soos vervat in die opsomming in Hoofstuk 2, paragraaf 2.5(c) van die GOP;
  - (c) dat die kommentaar en insette wat tydens April 2023 ontvang is (insluitende die SIME kommentaar), hanteer word ooreenkomstig **AANHANGSELS 2 en 3**; en
  - (d) dat die wetlike proses, soos voorgeskryf in die Wet op Munisipale Stelsels Nr 32 van 2000, die Wet op Munisipale Finansiële Bestuur Nr 56 van 2003 en die Munisipale Begroting en Verslagdoening Regulasies, 2009, afgehandel word.
- (a) *That the 2023 Integrated Development Plan (IDP) for the Swartland municipal area, as well as the five Area Plans for 2023/2024, be approved in terms of Chapter 5 of the Municipal Systems Act No 32 of 2000;*
  - (b) *that Council notes the amendments to the Spatial Development Framework as included in the summary in Chapter 2, paragraph 2.5(c) of the IDP;*
  - (c) *that the comments and inputs received during April 2023 (including the SIME comments) be dealt with in accordance with **ANNEXURES 2 and 3**; and*
  - (d) *that the legal process, as prescribed in the Municipal Systems Act No 32 of 2000, Municipal Finance Management Act No 56 of 2003 and the Municipal Budget and Reporting Regulations, 2009, be completed.*

(get) J J Scholtz

**MUNICIPAL MANAGER**

**DATE:** 25 May 2023

## ANNEXURE 1

### MEMORANDUM IN TERMS OF REGULATION 3(2) (A) OF THE MUNICIPAL PLANNING AND PERFORMANCE MANAGEMENT REGULATIONS, 2001

#### Reasons for amending the Municipality's Integrated Development Plan

In terms of Section 25(1) of the Municipal Systems Act 32 of 2000 (MSA) each municipal council must, within a prescribed period after the start of its elected term, adopt a single, inclusive and strategic plan for the development of the municipality (integrated development plan).

In terms of Section 25(2) an integrated development plan (IDP) adopted by a municipal council in terms of subsection (1) remains in force until an IDP is adopted by the next elected council.

The IDP adopted by a newly elected council is a five year social compact between the council and stakeholders in the municipal area. It is therefore important to note that Section 29(b) of the MSA requires the newly elected council, in the process followed, to -

- consult the local community on its development needs and priorities;
- allow the local community to participate in the drafting of the IDP; and
- consult organs of state and other role players on the drafting of the IDP;

Because the local government elections took place on 1 November 2021, there was not sufficient time for the newly elected council to follow the full IDP compilation process as envisaged in Sections 25(1), 28 and 29 of the MSA. In circumstances such as this, municipal councils may follow the option in section 25(3) (a) of the MSA:

*A newly elected municipal council may adopt the IDP of its predecessor, which, in terms of subsection (b), may be adopted with amendments.*

The newly elected council already decided at their first Council meeting on 16 November 2021 to follow the section 25(3) (a) option of adopting the predecessors IDP.

This much shorter process made it possible for the IDP of the previous council to be tabled in March 2022 and adopted in May 2022.

#### **This did however not meet the needs of the new Council in respect of -**

- comprehensive engagements with the Swartland community and all stakeholders as envisaged in Section 29(b) of the MSA ;
- having an IDP that reflects the new council's aspirations and dreams for their term of office; and
- giving effect to their political mandate that they fought the municipal elections on.

The council thus commenced in 2022 with a comprehensive amendment of the IDP in terms of Section 34(b) of the MSA for adoption in May 2023. This amendment process followed the same process as the compilation of a new IDP in terms of section 25(1) of the MSA including comprehensive community involvement and participation as well as strategic sessions with the Council and management. Although the final document adopted in May 2023 in legal terms constitutes an IDP amendment, it is a totally new document with a new format, vision, mission, goals, KPI's and targets that represents the mandate and commitment of the new Council. This IDP will be valid until end of June 2027.

## ANNEXURE 2

### MUNICIPALITY'S COMMENTS ON REPRESENTATIONS REGARDING THE DRAFT INTEGRATED DEVELOPMENT PLAN (IDP) AS RECEIVED BY 28 APRIL 2023 FOR TABLING IN COUNCIL FOR CONSIDERATION

| FROM                      | REPRESENTATIONS ON: (the complete letters are attached)                                                           | INCLUDED IN AREA PLANS / BUDGET?                               | COMMENTS / CONSIDERATION AND COUNCIL RESOLVE                                                                                                                                                                                                                                  |
|---------------------------|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Moorreesburg<br>Sakekamer | (1) Establishment of a Sport Park                                                                                 | Upgrading of sport facilities (SM 10)                          | We support the initiative, also initiatives to obtain funding from external sources.                                                                                                                                                                                          |
|                           | (2) Availability of both residential and industrial erven                                                         | 645 sites (Budget)<br>Build more RDP houses for people (WCG 3) | Noted. Residential and industrial erven will be made available when the need arises, subject to available funding for bulk infrastructure.                                                                                                                                    |
|                           | (3) Need for care facilities for senior citizens                                                                  |                                                                | The need will be referred to the Department of Social Development, because it is not a municipal competency.                                                                                                                                                                  |
|                           | (4) Proper fencing of the municipal swimming pool.                                                                | Wall around the swimming pool needs to be completed (SM 5)     | The Director Civil Engineering Services will investigate.                                                                                                                                                                                                                     |
|                           | (5) Sakekamer wants to be involved in the identification of EPWP programmes for Moorreesburg.                     |                                                                | The identification and registration of EPWP projects is unfortunately a lengthy process. It would rather be meaningful that the chamber timeously provide inputs/requests for any such project so that it can form part of the screening/identification/registration process. |
|                           | (6) Local clinic struggles to meet the community's needs. Also shelter for patients queuing outside the building. | Appoint more people at the clinics (WCG 6)                     | The need will be referred to the Department of Health.                                                                                                                                                                                                                        |
|                           | (7) Moorreesburg station building occupied by homeless people                                                     |                                                                | This is not the Municipality's facility and must be referred to the relevant department.                                                                                                                                                                                      |
|                           | (8) Sakekamer requests a schedule for the future maintenance of roads                                             |                                                                | The schedule for the resealing of roads is reviewed annually in order to accommodate budgetary amendments and is available from the                                                                                                                                           |

| FROM | REPRESENTATIONS ON: (the complete letters are attached)                | INCLUDED IN AREA PLANS / BUDGET? | COMMENTS / CONSIDERATION AND COUNCIL RESOLVE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------|------------------------------------------------------------------------|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|      |                                                                        |                                  | Civil Eng Services Department at the beginning of each financial year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|      | (9) Sakekamer requests information on future water provision projects. |                                  | This information can be obtained from the multi-year capital budget.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|      | (10) SM to inform the Sakekamer on plans for alternative energy        |                                  | <p>Swartland is considering making land available for long term lease to potential Solar Farm Developers to provide renewable energy to the municipality. Due to the network arrangement it will purely be to get energy at a lower rate than the Eskom rate and not to avoid load shedding.</p> <p>A tender has been awarded for the supply of energy from a 1 MVA Solar Plant at Darling which is planned to be operational early in 2024.</p> <p>The municipality will also allow Commercial and Industrial customers (already in place for Residential customers) to Export excess energy to the municipality and be compensated for it. The rate is still to be finalised and approved by Council and NERSA.</p> <p>In support of the SSEG Programme the municipality has approved an embedded generation policy, the By-law is being reviewed and relevant documentation has been developed an/or updated.</p> <p>Standby power solutions are being implemented at critical sites throughout the municipality such as Water and Sewage pump stations, critical customer facing locations (Cashiers and Licensing Centres) and our IT environment.</p> |

| FROM                                                     | REPRESENTATIONS ON: (the complete letters are attached)                                                                                                                                                                                                  | INCLUDED IN AREA PLANS / BUDGET?                                          | COMMENTS / CONSIDERATION AND COUNCIL RESOLVE                                                                                                                                                                                                                                |
|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                          | (11) Discuss any proposals for the conservation of the Tiger Oats building with the Sakekamer for their inputs                                                                                                                                           |                                                                           | The Sakekamer must take up the possible development potential of the site (if any) with the private sector in the interest of Moorreesburg. Swartland Municipality can participate in such engagements and make proposals from a community needs and spatial point of view. |
|                                                          | (12) Tarring of the Gouda-Moorreesburg road                                                                                                                                                                                                              |                                                                           | This is a Provincial Road and the Municipality therefore cannot provide the required capital funds. The need however will be communicated to the Provincial Department of Roads.                                                                                            |
| Moorreesburg Community<br>(Petition dated 27 April 2023) | (1) Sportgrounds (Rosenhof and Koringberg)<br>(i) Broken and cracked asbestos-roof;<br>(ii) Inadequate bathrooms;<br>(iii) Installing of solar lights to provide lighting during practices/games and also to prevent theft of fence, cables, pipes, etc. | Safety at sport functions (SM 8)<br>Upgrading of sport facilities (SM 10) | Addressed in Annexure E to Item 8.3                                                                                                                                                                                                                                         |
|                                                          | (2) Refuse – request for wheely bins                                                                                                                                                                                                                     |                                                                           | Addressed in Annexure E to Item 8.3                                                                                                                                                                                                                                         |
|                                                          | (3) Housing – only provision for service sites are included in budget and no phases will be completed in next 4 years                                                                                                                                    | 652 sites (Budget)<br>Build more RDP houses for people (WCG 3)            | Addressed in Annexure E to Item 8.3                                                                                                                                                                                                                                         |
|                                                          | (4) Electrical services<br>(i) Unaffordability of current rates<br>(ii) Awarding of equitable share (subsidies are taken away and other earning more still get subsidised)                                                                               |                                                                           | Addressed in Annexure E to Item 8.3                                                                                                                                                                                                                                         |
|                                                          | (5) Needs of community prioritised by ward committee not in budget                                                                                                                                                                                       |                                                                           | Community priorities as prioritised by the ward committees are included in the five area plans                                                                                                                                                                              |

| FROM                                                            | REPRESENTATIONS ON: (the complete letters are attached)                                                                                                                                                                                                                                                                                                                                                                                       | INCLUDED IN AREA PLANS / BUDGET? | COMMENTS / CONSIDERATION AND COUNCIL RESOLVE                                                                                                         |
|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                  | (per ward) as well as in the IDP. With the compilation of the annual municipal budget these priorities are considered together with all other needs. |
| MRB Community Members, Petition (submitted 28 April 2023)       | (1) Reject 2023 draft IDP                                                                                                                                                                                                                                                                                                                                                                                                                     |                                  | The IDP is compiled according to specific legal requirements inclusive of public participation. The competency to approve the IDP is with Council.   |
|                                                                 | (2) Advise why ward councillors do not have regular public feedback meetings                                                                                                                                                                                                                                                                                                                                                                  |                                  | Noted.                                                                                                                                               |
| Yzerfontein Residents' Association (Letter dated 28 April 2023) | <b>2. Infrastructure and Municipal Assets</b><br>2.1 Main Beach Promenade <ul style="list-style-type: none"> <li>(i) Boom for emergency vehicle access to be repaired</li> <li>(ii) Number of refuse bins inadequate</li> <li>(iii) Infrastructure at Caravan Park requires urgent maintenance (barbeque fireplaces, ablution facilities)</li> <li>(iv) Budget for above be allocated under the direct control of the Town Manager</li> </ul> |                                  | Addressed in Annexure E to Item 8.3                                                                                                                  |
|                                                                 | 2.2 Recreational Facilities<br>Budget in 2023/24 for proper repair of x2 tennis courts [vs allocation of R12.7 million for swimming pool for Wesbank]                                                                                                                                                                                                                                                                                         |                                  | Addressed in Annexure E to Item 8.3                                                                                                                  |

| FROM | REPRESENTATIONS ON: (the complete letters are attached)                                                                                                                                                                                                                                                                                                                                                                                                 | INCLUDED IN AREA PLANS / BUDGET?                                                                                                                                                                              | COMMENTS / CONSIDERATION AND COUNCIL RESOLVE |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
|      | 2.3 Sidewalk Lutie Katz Street<br>SM undertook to budget yearly for paving of the seaside sidewalk along a portion of Lutie Katz Street – little progress                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                               | Addressed in Annexure E to Item 8.3          |
|      | <b>3. Law Enforcement and Town Management</b><br><br>(i) Appreciate appointment of Town Manager fulfilling a "daunting dual responsibility in an admirable manner"<br>(ii) Request for acceptable level of law enforcement service/equal to other SM towns<br>(iii) Request to provide for an allowance to the Town Manager (comparable to allowance to Mr Carstens but adjusted for inflation). "We stand corrected if our recollection is erroneous". | A 24/7 law enforcement presence (SM 1)<br>Traffic enforcement after office hours (SM 10)<br>Crime rate increased substantially. High crime, people's safety when walking to work. Not enough policing (WCG 1) | Addressed in Annexure E to Item 8.3          |

### ANNEXURE 3

| WCG recommendations                                                                                                                                                                                                                                              | Municipal response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The Municipality is encouraged to include in the IDP known projects, plans and programs to be implemented by all organs of state.                                                                                                                                | Done                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| The Municipality should partner with the Department of Agriculture and participate in the Departmental Food Security Programme                                                                                                                                   | Swartland Municipality link communities such as Sibanye garden in Moorreesburg, the Malmesbury Emerging Small Farmers with the Department of Agriculture's Food Security Programme. DOA assist in terms of training and formalising groups into Co-operatives in order to access funding.                                                                                                                                                                                                                                                                                      |
| The Municipality should incorporate elements of the District Health Plan in the IDP.                                                                                                                                                                             | Noted. We will consider it.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| All the sector plans are up to date expect for the Water Services Development Plan, Storm Water Master Plan and Infrastructure Growth Plan                                                                                                                       | The Water Services Development Plan will be updated in the following financial year. Storm Water Master Planning is done on an ad hoc basis when required. An infrastructure growth plan is derived from master plans                                                                                                                                                                                                                                                                                                                                                          |
| There is no indication in the amended IDP (May 2022) when the developed 4th generation IWMP (2022/23 - 2026/27) will be sent to Council for approval. The IWMP has been submitted to the DEADP for assessment and endorsement.                                   | IWMP was approved by Council on 26 January 2023 under item 8.6 of the agenda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| The Municipality has to date not adopted a Coastal Management Plan (CMP) or endorsed the West Coast District CMP.                                                                                                                                                | Swartland Muni has on many previous engagements with Provincial dpt's indicated our view point on coastal management. It is very simple: A municipality within the Coastal Management Act refers to the District Municipality. The District Municipality may assign roles and responsibilities to the B municipality , in this case Swartland Municipality. No such assignments exists between the 2 municipalities.<br><br>Furthermore no funding model has been agreed to over time between organs of state to exercise such roles and responsibilities in terms of the Act. |
| Coastal Water: The Municipality should consider promoting additional mitigation measures to avoid increasing pump station failures caused by loadshedding, and that possibly causes polluted water to enter coastal water, e.g. sensitive estuarine environments | This is not applicable to Swartland Municipality. However the Municipality are busy with the installation of back up power generation at WWTW's and water pump stations.                                                                                                                                                                                                                                                                                                                                                                                                       |
| The IDP does not reflect the interventions identified within the Housing Plan. In addition, planned housing projects for implementation have not been included in the IDP                                                                                        | The housing pipeline was included in the IDP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

| WCG recommendations                                                                                                                                                                                                                                                  | Municipal response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The IDP does not reflect the Provincial and National Development Human Settlement Strategies and the impact that these have on the delivery of opportunities within the Municipality                                                                                 | The Provincial Human Settlements strategy is the development of affordable housing opportunities in the priority development areas as well as the upgrading of informal settlements to offer mixed land uses and socio-economic amenities. The impact for municipalities is the availability of well located land and funding for bulk services.                                                                                                                                                                                                                                                                                                           |
| The purpose of restructuring zones is to bring lower-income people into areas where there are major economic opportunities. The IDP should explore development opportunities within the Restructuring Zones                                                          | <p>The purpose of restructuring zones are to bring social housing projects to areas with of economic opportunities .</p> <p>The other uses complementing the RZ's will comes from the development proposal for the area which is consistent with the SDF.</p>                                                                                                                                                                                                                                                                                                                                                                                              |
| The De Hoop project is located within the PSHDA, and the project can be described as catalytic. The IDP, however, does not detail the significance of the PSHDA                                                                                                      | <p>The PHDA's intend to advance human settlement's spatial transformation and consolidation by ensuring that the delivery of housing is used to restructure and revitalise towns and cities, strengthen the livelihood prospects of households and overcome apartheid spatial patterns by fostering integrated urban forms, thus the approval of the De Hoop Housing project by Swartland Municipality.</p> <p>Unfortunately, the roles and responsibilities between National and Provincial DPT'S of housing, HDA and municipalities regarding PHDA's processes have not be finalized.</p> <p>The necessary link be made in the amendment of the SDF.</p> |
| Climate Change: The municipality is also a latecomer to the renewable energy space, so should push to get the necessary institutional and infrastructural requirements in place to better serve the needs of the area, and its neighbours Saldanha Bay and Cape Town | <p>Late or Conservative/Risk Averse?</p> <p>3 year contract signed with IPP to provide 1 MVA (the 1st in the Province)</p> <p>SSEG Policy approved</p> <p>SSEG Tariff's for Residential, Commercial and Industrial</p> <p>Load Curtailment arrangement for Pioneer Foods</p> <p>Draft Electricity Supply by-law in the process of approval</p> <p>Solar installations at Warehouse and Fire Services for self consumption</p> <p>Land earmarked for Solar Project</p> <p>Various discussions held with IPP's ito direct supply or Wheeling</p>                                                                                                             |





## Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Ontwikkelingsdienste  
Departement Ontwikkelingsbestuur

12 Mei 2023

15/1/4/1  
WYK: 1-12

ITEM 8.2 VAN DIE AGENDA VAN 'N GEWONE RAADSVERGADERING WAT GEHOU SAL  
WORD OP 25 MEI 2023

|                   |                                                                                                          |
|-------------------|----------------------------------------------------------------------------------------------------------|
| <b>ONDERWERP:</b> | <b>SWARTLAND MUNISIPALITEIT : WYSIGING VAN MUNISIPALE RUIMTELIKE<br/>ONTWIKKELINGSRAAMWERK 2023-2027</b> |
| <b>SUBJECT:</b>   | <b>SWARTLAND MUNICIPALITY : AMENDMENT OF MUNICIPAL SPATIAL<br/>DEVELOPMENT FRAMEWORK 2023-2027</b>       |

### 1. DOELSTELLING /PURPOSE

The purpose of the amendment Municipal Spatial Development Framework (MSDF) is to create a document that set out the necessary policy directives to guide spatial development in the municipal area in a desirable and sustainable manner.

The future growth, land development and land use planning in the municipal area must be based on the vision and principles that was agreed upon to address spatial challenges/problems and to ensure the creation and support of integrated, sustainable and livable environments through the creation and support of socio-economic opportunities.

An important aspect of the amendment of the Swarthland Municipality Municipal Spatial Development Framework is the alignment of the content of the document with national, provincial and local legislation and policy, including the regulations as provided in the Spatial Planning Land Use Management Act (SPLUMA), the Land Use Planning Act (LUPA), the Swarthland Municipality : Land Use Planning By-Law, the Municipal Systems Act (MSA) and to follow the next cycle of the Swarthland Integrated Development Plan in order to fulfill alignment with this document and the depiction of the Integrated Development Plan (IDP) proposals with spatial implications.

### 2. AGTERGROND/BEREDENERING / BACKGROUND/DISCUSSION

Die Uitvoerende Burgemeesterskomitee en die Raad het op 18 Januarie 2023 en 26 Januarie 2023 kennis geneem van die eerste konsep van die gewysigde Swarthland Munisipaliteit Munisipale Ruimtelike Ontwikkelingsraamwerk.

Verdere goedkeuring is verleen om die konsep van die gewysigde Swarthland Munisipaliteit Munisipale Ruimtelike Ontwikkelingsraamwerk vir publieke kommentaar ingevolge artikel 7(1)(b) van die Verordening te publiseer.

Die Munisipaliteit voorsien die eerste konsep van die gewysigde Swarthland Munisipaliteit Munisipale Ontwikkelingsraamwerk aan die Provinsiale Minister vir kommentaar.

Kennis geneem word dat die tydperk vir publieke kommentaar gedurende 30 Januarie 2023 en 31 Maart 2023 was, met ope dae in meeste van die dorpe in die Swarthland.

*The Executive Mayoral Committee and Council has on 18 January 2023 and 26 January 2023 take cognizance of the "First draft" of the amendment of the Swarthland Municipality Municipal Spatial Development Framework.*

*Further the publication of the "first draft" of the amendment of the Swarthland Municipality Municipal Spatial Development Framework for public comments in terms of section 7(1)(b) of the By-Law was also approved.*

*The Municipality submit the "first draft" of the amendment of the Swarthland Municipality Municipal Spatial Development Framework to the Provincial Minister for comment.*

*The commenting period was from 30 January 2023 and 31 March 2023 with open days in the majority of towns of the Swartland.*

### 3. **PUBLIEKE DEELNAME PROSES/ PUBLIC PARTICIPATION PROCESS**

Die publieke deelname proses is op 27 Januarie 2023 in die media geadverteer waarin rospelers uitgenooi is om aan die proses deel te neem. Die amptelike sluitingsdatum is 31 Maart 2023.

*The public participation process has started on 27 January 2023 with a notice published in the media where stakeholders have been invited to partake in the process. The official closing date is 31 March 2023.*

As deel van die publieke deelname proses is die konsep dokument by verskillende dorpe in die Swartland geplaas en opedae is aanvullend hiertoe aangebied. Sien amptelike kennisgewing gemerk "A".

*As part of the public participation process the concept document has been placed in various towns of the Swartland and open days were held additionally. See official notice marked "A"*

Die konsep dokument is ook aan verskeie provinsiale en nasionale departemente asook staatsbeheerde maatskappye en omliggende munisipaliteite gestuur. Sien kennisgewings gemerk "B".

*The concept document has been sent to various provincial and national departments as well as state owned companies and adjoining municipalities. See notices marked "B".*

Tydens die publieke deelname proses is kommentare/versoeke en besware vanaf die volgende instansies/persone ontvang. – Aanhangsels word apart tot die sakelys aangeheg.

*During the public participation process comments/requests and objections have been received from the following institutions/individuals: Annexures will be separately attached to the agenda.*

1. Department of Environmental Affairs and Development Planning - Gerhard Gerber/Marek Kedzieja (Annexure 1)
2. Department of Transport & Public Works (Annexure 2)
3. Department of Agriculture (Cor van der Walt) (Annexure 3)
4. Department of Human Settlements (Afikile Mtwla) (Annexure 4)
5. Department of Environmental Affairs and Development Planning - Frances Balayer – Environmental Officer – Biodiversity Management) (Annexure 5)
6. Cape Nature - Ismat Adams (Annexure 6)
7. Wessa - Patrick Dowling (Annexure 7)
8. Concerned Residents Action Group (C.R.A.G)- Letters from all concerned residents are attached (Annexure 8)
9. Yzerfontein Sixteen Mile Beach - Brigid Crewe (Annexure 9)
10. Yzerfontein Inwonersvereniging (Annexure 10)
11. Yzerfontein Bewarea - Ben Tromp (Annexure 11)
12. Jetvest - W Ackema (Annexure 12)
13. Manual de Villiers (Annexure 13)
14. Sakkie de Villiers (Annexure 14)
15. Ernst Kleinhans (Annexure 15)
16. Charles Withington (Annexure 16)
17. Alastair Reay (Annexure 17)
18. Johan Weitsz (Annexure 18)
19. Esme Weitsz (Annexure 19)
20. Marion & Albert de Jager (Annexure 20)
21. Chantel Marais (Annexure 21)
22. M E Sanger (Annexure 22)
23. James Calitz (Annexure 23)
24. Stefan Bauerington (Annexure 24)
25. Johannita Eksteen (Annexure 25)
26. Moorreesburg Sakekamer (Annexure 26)
27. Tieresportpark (Annexure 27)
28. Limesales - Pieter Visser (Annexure 28)
29. Swartland Logistics (Annexure 29)
30. Gouda Upgrade (Annexure 30)

31. Joel -Marc Kleinveldt (Annexure 31)
32. Darling Club - John Duckitt (Annexure 32)
33. Darling Green Estate - Klaus-Gustav Göbel (Annexure 33)
34. Darling Green Estate - Ralph Rabie (Annexure 34)
35. Bredell's Beleggings - Izak Bredell (Annexure 35)
36. Grotto Bay Private Nature Reserve - Michelle van Acker (Annexure 36)
37. Michael Roets (Annexure 37)
38. Henk Bruwer (Annexure 38)
39. Ilze & Handre Vlok (Annexure 39)
40. Vlok Familie - Elrika Vlok (Annexure 40)
41. Kloovenburg - Pieter du Toit (Annexure 41)
42. Arnold Stoch Riverlands (Annexure 42)
43. Irvan & Bianca Turner (Annexure 43)
44. Fritz Zöllner (Annexure 44)
45. T van Essen (Annexure 45)
46. Truter de Kock (Annexure 46)
47. P J van der Westhuijzen & Seuns (Annexure 47)
48. Claassen Boerdery (Annexure 48)
49. Adi & Cornelia Badenhorst (Annexure 49)
50. A Roux Town Planning (Annexure 50)

*Hereto attached the feedback on comments received during the public participation process of the amendment of the municipal Spatial Development Framework 2023-2027 for the jurisdiction of Swartland Municipality.*

Hiermee die terugvoering op die kommentare ontvang tydens die publieke deelname proses op die wysiging van die munisipale Ruimtelike Ontwikkelingsraamwerk 2023-2027 vir die totale Swartland Munisipaliteit.

#### **4. WETGEWING / LEGISLATION**

Municipal Systems Act, 2000, Spatial Planning and Land Use Management Act, 2013, Western Cape Land Use Planning Act, 2014, Municipal Land Use Planning By-Law (PN 8226 of 25 March 2020)

#### **5. KOPPELING AAN DIE GOP / ALIGNMENT TO THE IDP**

The Municipal Spatial Development Framework forms an integral part of the Integrated Development Plan. Joint processes have been followed to compile content to both documents.

#### **6. FINANSIËLE IMPLIKASIE / FINANCIAL IMPLICATION**

This project has been budgeted for in the current financial year 2022/2023.

#### **7. AANBEVELING / RECOMMENDATION**

Die Raad die wysigings van die Swartland Munisipaliteit Munisipale Ruimtelike Ontwikkelingsraamwerk vir die totale regsgebied van Swartland ingevolge artikel 7(3) van die Verordening insake Munisipale Grondgebruikbeplanning (PK 8226 van 25 Maart 2020) aanneem onderhewig aan die volgende nl.:

- (a) Die Raad se besluit moet binne 14dae vanaf besluitneming in die media en die Provinsiale Koerant kennis gee van sy besluit.
- (b) Die persone/instansies wat in die publieke deelnameproses kommentaar gelewer het van die Raad se besluit en reaksie in kennis gestel word;
- (c) Alle toekomstige ontwikkelingsaansoeke aan die beginsels van die Munisipale Ruimtelike Ontwikkelingsraamwerk oorweeg en evalueer sal word;
- (d) Aksieplanne jaarliks uit die Munisipale Ruimtelike Ontwikkelingsraamwerk na die GOP proses vir befondsing verwys word;
- (e) Spesiale pogings jaarliks aangewend sal word ten einde uitvoering aan aksieplanne in die Munisipale Ruimtelike Ontwikkelingsraamwerk uitvoering te gee.

#### **RECOMMENDATION**

*Council adopts the amendments of the Swartland Municipality Municipal Spatial Development Framework for the entire Swartland area of jurisdiction in terms of section 7(3) of the Land Use Planning By-Law (PN 8226 of 25 March 2020) subject to the following:*

- (a) The Council resolution must within 14 days of decision making give notice of its decision in the media and Provincial Gazette;
- (b) Any stakeholder competing in the public participation process be informed of Council's decision and reaction;
- (c) All future development proposals be evaluated in accordance with the principles as set in the Municipal Spatial Development Framework;
- (d) Action plans within Municipal Spatial Development Framework annually be submitted via the IDP process for budgeting;
- (e) Special attempts be made annually to address action plans within the Municipal Spatial Development Framework

|                                                                                                   |                                                                                    |                                     |                          |  |
|---------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------|--------------------------|--|
| <b>Author details:</b><br>Alwyn Zaayman<br>Senior Manager Built Environment<br><b>B/8001/2001</b> |  |                                     | Date: <b>10 May 2023</b> |  |
| Recommendation:<br>Alwyn Zaayman<br>Senior Manager Built Environment<br>B/8001/2001               | Recommended                                                                        | <input checked="" type="checkbox"/> | Not recommended          |  |
|                                                                                                   |  |                                     | Date: <b>12 May 2023</b> |  |

**MUNISIPALE BESTUURDER**

/ds

## **SWARTLAND MUNICIPALITY**

### **NOTICE 53/2022/2023**

## **AMENDMENT OF THE SPATIAL DEVELOPMENT FRAMEWORK FOR THE SWARTLAND MUNICIPALITY**

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Swartland Municipality is currently in the process of compiling the amendment of the Municipal Spatial Development Framework (SDF), in terms of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) ('SPLUMA'), the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014) ('LUPA') and the Swartland Municipality Land Use Planning By-Law (PN 8226 of 25 March 2020) ('By Law')

It is critical to note that Section 12(5) and (6) of SPLUMA states that :

12(5) A municipal spatial development framework must assist in integrating, coordinating, aligning and expressing development policies and plans emanating from the various sector of the spheres of government as they apply within the municipal area.

12(6) Spatial development frameworks must outline specific arrangements for prioritising, mobilising, sequencing and implementing public and private infrastructural and land development investment in the priority spatial structuring areas identified in spatial development frameworks.

Swartland Municipality has opted against the establishment of an Intergovernmental Steering Committee (ISC) thus the requirements of section 7 of the By-Law and section 13 of LUPA, are therefore applicable. The process thus far has included the compiling and adoption of the Status Quo Document. A first draft of the amendment of the SDF has been completed and will enter into a public participation period for 60 days till 31 March 2023.

The SDF has reached a critical stage whereby the community, general public, interested and affected parties are hereby in terms of the Municipal Systems Act, No. 32 of 2000 ("MSA") invited to submit written comments, inputs and/or recommendation on the amendment of the Municipal Spatial Development Framework. In accordance with Section 13(2) of LUPA and Section 7 of the By-Law, formal comment is requested from the Provincial Minister, within the allocated period of 60 days upon receipt of the document.

Access to the document can be obtained at :

1. The Swartland Municipality, 1 Church Street, Malmesbury
2. [www.swartland.org.za](http://www.swartland.org.za) from 30 January 2023

Open days on the following dates and times for all wards will be held according to the schedule below:

| WARD    | WARD COUNCILLOR                   | MEETING DATE                  | TIME          | VENUE                       |
|---------|-----------------------------------|-------------------------------|---------------|-----------------------------|
| 1 and 2 | Marlene van Zyl<br>Desmond Papers | Monday,<br>30 January 2023    | 16:00 - 20:00 | Rosenhof Community Hall     |
| 3       | Nicolene Smit                     | Tuesday,<br>31 January 2023   | 16:00 - 20:00 | Riebeek-West Town Hall      |
| 4       | Richard Jooste                    | Wednesday,<br>1 February 2023 | 16:00 - 20:00 | Chatsworth Community Hall   |
| 5       | Michael Rangasamy                 | Thursday,<br>2 February 2023  | 16:00 - 19:00 | Yzerfontein, Community Hall |
| 6       | A K Warnick                       | Monday,<br>6 February 2023    | 16:00 - 20:00 | Darling Community Hall      |
| 7       | Basil Stanley                     | Tuesday,<br>7 February 2023   | 16:00 - 20:00 | Abbotsdale Community Hall   |

|                    |                                                               |                               |               |                                   |
|--------------------|---------------------------------------------------------------|-------------------------------|---------------|-----------------------------------|
| 8, 9, 10<br>and 11 | Anet de Beer<br>T van Essen<br>Ngozi Mkhuluu<br>Colin Daniëls | Wednesday,<br>8 February 2023 | 16:00 – 20:00 | Wesbank Community Hall            |
| 12                 | Desiree Bess                                                  | Tuesday, 31<br>January 2023   | 16:00 – 20:00 | Riebeek Kasteel Community<br>Hall |

Written comments can be send to the following address, for the attention of Mr Alwyn Zaayman to reach him on or before Friday 31 March 2023:

Swartland Municipality  
Private Bag X52  
Malmesbury  
7299.

or at street address:

Swartland Municipality  
Municipal Offices  
Church Street  
Malmesbury

For any further queries Mr Zaayman can be contacted at the following:

Telephone: 022-4879400

Fax: 022-4879440

E-mail: [swartlandmun@swartland.org.za](mailto:swartlandmun@swartland.org.za)

Any person who is unable to write and who may wish to make representations regarding the first draft of the SDF, may submit their comments verbally at the Municipal Offices, Malmesbury, where he or she will be assisted by townplanning officials to transcribe his or her comments.

**J J SCHOLTZ**  
**MUNICIPAL MANAGER**

**MUNICIPAL OFFICES**  
**PRIVATE BAG X52**  
**MALMESBURY**

**27 January 2023**

Lêer verw/  
File ref: 15/1/4/1

Navrae/Enquiries:  
Mnr A M Zaayman

31 Januarie 2023  
31 January 2023

«First\_Name»  
«Last\_Name»  
«Address\_Line\_1»  
«Address\_Line\_2»  
«City»  
«ZIP\_Code»

Meneer/Mevrou  
Sir/Madam

**PUBLIEKE DEELNAME PROSES : WYSIGING VAN RUIMTELIKE  
ONTWIKKELINGSRAAMWERK (ROR) VIR SWARTLAND MUNISIPALITEIT  
PUBLIC PARTICIPATION PROCESS : AMENDMENT OF THE SWARTLAND SPATIAL  
DEVELOPMENT FRAMEWORK (SDF) FOR THE SWARTLAND MUNICIPALITY**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Swartland Munisipaliteit is tans in die proses om die wysiging van die munisipale ruimtelike ontwikkelingsraamwerk (ROR) in terme van die Ruimtelike Beplanning en Grondgebruikbestuur Wet, 2013 (Wet 16 van 2013) ('SPLUMA'), die Wes-Kaapse Wet op Grondgebruikbeplanning, 2014 (Wet 3 van 2014) ('LUPA') en die Swartland Munisipaliteit se Verordening op Grondgebruikbeplanning (PK 8226 van 25 Maart 2020 ('Verordening')).</p> <p>Volledige inligting rakende die advertensie en inhoud van die wysiging van die Munisipale Ruimtelike Ontwikkelingsraamwerk is beskikbaar by <a href="http://www.swartland.org.za">www.swartland.org.za</a> vanaf 30 Januarie 2023.</p> <p>Sluitingsdatum : 31 Maart 2023 om 15:45</p> | <p><i>Swartland Municipality is currently in the process of compiling the amendment of the Municipal Spatial Development Framework (SDF), in terms of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) ('SPLUMA'), the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014) ('LUPA') and the Swartland Municipality Land Use Planning By-Law (PN 8226 of 25 March 2020) ('By Law')</i></p> <p><i>Full detail regarding the advertisement and the content of the amendment of the Municipal Spatial Development Framework is available at <a href="http://www.swartland.org.za">www.swartland.org.za</a> from 30 January 2023.</i></p> <p><i>Closing date : 31 March 2023 at 15:45.</i></p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Die uwe/Yours faithfully

**MUNISIPALE BESTUURDER  
MUNICIPAL MANAGER**  
per Departement Ontwikkelingsdienste  
via Department Development Services

AMZ/ds

15/1/4/1

**PUBLIEKE DEELNAME PROSES : SWARTLAND RUIMTELIKE ONTWIKKELINGSRAAMWERK (ROR), SWARTLAND MUNISIPALE GEBIED**

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**NB : Hierdie skrywe is ook per e-pos gestuur.**

| First Name                                             | Last Name                                       | Address Line 1   | Address Line 2     | City         | ZIP Code | Email Address                                                                              |
|--------------------------------------------------------|-------------------------------------------------|------------------|--------------------|--------------|----------|--------------------------------------------------------------------------------------------|
| Kaapse Weskus Biosfeer                                 |                                                 | Posbus 283       |                    | DARLING      | 7345     | <a href="mailto:info@cwcb.co.za">info@cwcb.co.za</a>                                       |
| Departement<br>Ekonomiese Sake,<br>Landbou en Toerisme | Hoofdirektoraat :<br>Landbou                    | Privaatsak X1    |                    | ELSENBURG    | 7607     | <a href="mailto:ecohead@westerncape.gov.za">ecohead@westerncape.gov.za</a>                 |
| Die Direkteur                                          | Departement van<br>Waterwese en<br>Bosbou       | Privaatsak X16   |                    | SANLAMHOF    | 7532     | <a href="mailto:ndobeninz@dws.gov.za">ndobeninz@dws.gov.za</a>                             |
| Western Cape Nature<br>Conservation                    | Private Bag X29                                 | Private Bag X29  |                    | GATESVILLE   | 7766     | <a href="mailto:Reservation.alert@capenature.co.za">Reservation.alert@capenature.co.za</a> |
| Departement Voervoer<br>en Openbare Werke              | Departement van<br>Vervoer en<br>Openbare Werke | Privaatsak X2    |                    | CERES        | 6835     | <a href="mailto:Inf@dot.gov.za">Inf@dot.gov.za</a>                                         |
| Department Rural<br>Development & Land<br>Reform       |                                                 | Private Bag X833 |                    | PRETORIA     | 0001     | <a href="mailto:info@dalrrd.gov.za">info@dalrrd.gov.za</a>                                 |
| Telkom                                                 | Afdeling :<br>Deurgangsregte                    | Telkom Gebou     | Jan<br>Smutsrylaan | PINELANDS    | 7405     | <a href="mailto:stocST@telkom.co.za">stocST@telkom.co.za</a>                               |
| Eskom                                                  |                                                 | Privaatsak X72   |                    | MALMESBURY   | 7299     | <a href="mailto:customercareservices@eskom.co.za">customercareservices@eskom.co.za</a>     |
| Transnet                                               |                                                 | P O Box 5527     |                    | CAPE TOWN    | 8000     | <a href="mailto:transnet@tip.off.s.com">transnet@tip.off.s.com</a>                         |
| Stad Kaapstad                                          | Blaauwberg<br>Stadsbeplanning                   | Posbus 35        |                    | MILNERTON    | 7435     | <a href="mailto:Blaauwberg.hub@capetown.gov.za">Blaauwberg.hub@capetown.gov.za</a>         |
| Drakenstein<br>Munisipaliteit                          |                                                 | Posbus 1         |                    | PAARL        | 7622     | <a href="mailto:customcare@bergmun.org.za">customcare@bergmun.org.za</a>                   |
| Bergrivier Munisipaliteit                              |                                                 | Posbus 60        |                    | PIKETBERG    | 7320     | <a href="mailto:crousm@bergmun.org.za">crousm@bergmun.org.za</a>                           |
| Saldanha Munisipaliteit                                |                                                 | Privaatsak X12   |                    | VREDENBURG   | 7380     | <a href="mailto:mun@sbm.gov.za">mun@sbm.gov.za</a>                                         |
| Weskus<br>Distriksmunisipaliteit                       |                                                 | Posbus 242       |                    | MOORREESBURG | 7310     | <a href="mailto:westcoastdm@wcdm.co.za">westcoastdm@wcdm.co.za</a>                         |
| Botaniese Vereniging                                   |                                                 | Posbus 236       |                    | YZERFONTEIN  | 7351     | <a href="mailto:info@botanicalsociety.org.za">info@botanicalsociety.org.za</a>             |

|                                         |                            |                  |  |                 |      |                                                                                  |
|-----------------------------------------|----------------------------|------------------|--|-----------------|------|----------------------------------------------------------------------------------|
| Weskaap Erfenis                         |                            | Privaatsak X9067 |  | KAAPSTAD        | 8000 | <a href="mailto:Hwc.hwc@westrencape.gov.za">Hwc.hwc@westrencape.gov.za</a>       |
| Darling Landbouvereniging               | p/a Elise Carstens         | Posbus 44        |  | DARLING         | 7345 | <a href="mailto:gtredoux@foxwireless.co.za">gtredoux@foxwireless.co.za</a>       |
| Riebeek Landbouvereniging               | p/a Handre Vlok            | Posbus 95        |  | RIEBEEK KASTEEL | 7307 | <a href="mailto:mariuse@kloovenburg.com">mariuse@kloovenburg.com</a>             |
| Malmesbury Landbouvereniging            | p/a Uys van der Westhuizen | Posbus 277       |  | MALMESBURY      | 7299 | <a href="mailto:malmesburylandbou@gmail.com">malmesburylandbou@gmail.com</a>     |
| Moorreesburg Landbouvereniging          | p/a Klaus (N J) Warnich    | Posbus 182       |  | MOORREESBURG    | 7310 | <a href="mailto:moorreesburglandbou@gmail.com">moorreesburglandbou@gmail.com</a> |
| Helena van Eeden                        | Agri Wes-Kaap              | Posbus 227       |  | PAARL           | 7620 | <a href="mailto:Info@elsenburg.com">Info@elsenburg.com</a>                       |
| Departement Landbou, Bosbou en Visserij |                            | Privaatsak X120  |  | PRETORIA        | 0001 | <a href="mailto:callcentre@dffe.gov.za">callcentre@dffe.gov.za</a>               |
| Department Minerale en Energie          |                            | Privaatsak X59   |  | PRETORIA        | 0001 | <a href="mailto:info@dmre.gov.za">info@dmre.gov.za</a>                           |





## Verslag ♦ Ingxelo ♦ Report

Office of the Director: Financial Services  
18 May 2023

5/1/1/1 – 2023/24

5/1/1/2 – 2023/24

5/1/4

### ITEM 8.3 VAN DIE AGENDA VAN 'N RAADSVERGADERING WAT GEHOUSAL WORD OP 25 MEI 2023

**ONDERWERP: A: GOEDKEURING VAN DIE FINALE MEERJARIGE KAPITAAL EN BEDRYFSBEGROTINGS, FINALE BEGROTINGS EN VERWANTE BELEIDE, EIENDOMSBELASTING, TARIWE EN ANDER HEFFINGS VIR 2023/2024; 2024/2025 EN 2025/2026**

**SUBJECT: A: APPROVAL OF THE FINAL MULTI YEAR CAPITAL AND OPERATING BUDGETS, FINAL BUDGET AND RELATED POLICIES, PROPERTY RATES, TARIFFS AND OTHER CHARGES FOR 2023/2024; 2024/2025 AND 2025/2026**

#### 1. BACKGROUND

Prior to the tabling of the Draft budget, comprehensive workshops and engagements took place with the various directorates to ensure that effect is given to organisation wide quality sustainable service delivery in a bid to ensure value for money to all of Swarthland Municipality's citizens. The objective in the main was to ensure efficiencies in directorates and to more importantly give effect to sound expenditure management and cost containment. This proved very challenging given the limitations placed on tariff increases compared to the MTREF's operational expenditure requirements and the fact that very little scope exists for additional savings given the municipality's proven corporate culture in respect of cost containment. It is becoming increasingly challenging to fund community and other services by way of the municipality's basket of basic services and revenue generated through municipal property taxes. Our historical approach to budgets required serious re-invention and consideration given the prevailing economic conditions.

The budget steering committee had an engagement on 11 May 2023 to consolidate and consider all the input and to again provide an opportunity for the Chief Financial Officer to workshop the Final 2023/2024 MTREF. The Budget Steering Committee recommended this final 2023-2024 MTREF budget to the Executive Mayor for consideration at the mayoral committee meeting to be held on 17 May 2023.

**The following were highlighted in National Treasury Budget Circulars 122 and 123 (dated 9 December 2022 and 3 March 2023) to inform the Final 2023-2024 MTREF**

#### ***The South African economy and inflation targets***

*The National Treasury forecasts real economic growth of 1.9 per cent in 2022, compared with 2.1 per cent projected in the 2022 Budget Review, in response to global and domestic shocks. Growth is projected to average 1.6 per cent from 2023 to 2025. Implementing structural reforms, especially in the energy sector, remains crucial to improve the economy's productive capacity and competitiveness. The recovery in economic activity that began in 2021 was driven by a strong rebound in global economic activity, high commodity prices and easing COVID-19 restrictions. The scarring impact of the pandemic on employment and investment decisions will likely weigh on the recovery over the medium term. Investment remains well below pre-pandemic levels.*

The economy grew by 1.4 per cent in the first half of 2022 compared with the first half of 2021. Real GDP grew more than expected in the first quarter of 2022, with output returning to pre-pandemic levels. However, a deteriorating global environment, flooding in KwaZulu-Natal and the Eastern Cape, industrial action in the electricity and mining sectors, and prolonged and intense power cuts resulted in a broad-based contraction across most sectors during the second quarter. The third quarter was marked by frequent and prolonged power cuts, which significantly disrupted economic activity.

GDP is expected to grow by 0.9 per cent in real terms in 2023, compared with an estimate of 1.4 per cent at the time of the medium-term budget policy statement (MTBPS), recovering slowly to 1.8 per cent in 2025. The economic outlook faces a range of risks, including weaker-than-expected global growth, further disruptions to global supply chains and renewed inflationary pressures from the war in Ukraine, continued power cuts and a deterioration in port and rail infrastructure, widespread criminal activity, and any deterioration of the fiscal outlook. Government is taking urgent measures to reduce load-shedding in the short term and transform the sector through market reforms to achieve long-term energy security. Several reforms are under way to improve the performance of the transport sector, specifically freight rail and to improve the capability of the state.

The Macro-economic forecasts as illustrated below:

| <b>Table 1: Macroeconomic performance and projections, 2021 - 2026</b> |         |          |          |         |         |
|------------------------------------------------------------------------|---------|----------|----------|---------|---------|
| Fiscal year                                                            | 2021/22 | 2022/23  | 2023/24  | 2024/25 | 2025/26 |
|                                                                        | Actual  | Estimate | Forecast |         |         |
| CPI Inflation                                                          | 4.9%    | 6.9%     | 5.3%     | 4.9%    | 4.7%    |

### Key focus areas for the 2023/24 budget process

- Over the 2023 MTREF period, transfers to local government will increase by a total of R14.3 billion, made up of R8.1 billion in the local government equitable share and R6.2 billion in direct conditional grants. This takes the total direct allocation to R521.7 billion over the same period. These allocations alleviate some of the financial pressures, particularly in basic services, where the costs of providing services are rising.

The local government equitable share and related allocations increases at an annual average rate of 7.8 per cent and municipal conditional grants increase by 3.5 per cent over the 2023 MTREF period. The local government equitable share formula has been updated to account for projected household growth, inflation and estimated increases in bulk water and electricity costs over the 2023 MTREF period. It also includes allocations for the operational and maintenance costs associated with the provision of free basic services.

- Changes to the INEP conditional grant frameworks** - As part of government's efforts to accelerate access to electricity thereby addressing the energy crisis, Eskom and municipal INEP grants will begin funding alternative energy technologies such as rooftop solar and energy-saving devices. Due process must be followed to access funding for these new technologies. As a result, both Eskom and municipalities will need to conform to the set requirements by submitting business plans by 31 October 2023. These business plans, will need to be approved by the Department of Mineral Resources and Energy (DMRE) before they can be implemented. Priority should be given to new connections, i.e., non-grid technology should be targeted at households that do not have access to electricity.
- Similar to the rest of government, **municipalities face a difficult fiscal environment**. The **weak economic growth** has put **pressure on consumers' ability to pay for services**, while transfers from national government are growing more slowly than in the past. Some municipalities have managed these challenges well, but others have fallen into financial distress and face liquidity problems. These include municipalities that are unable to meet their payment obligations to Eskom, Water Boards and other creditors. There is a need for municipalities to focus on collecting revenues owed to them and eliminate wasteful and non-core spending.

**Municipalities must ensure that they render basic services, maintain their assets and clean environment.** Furthermore, there must be continuous communication with the community and other stakeholders to improve the municipality's reputation. This will assist in attracting investment in the local economy which may result in reduced unemployment. Some municipalities are experiencing serious liquidity challenges.

- National Treasury encourages municipalities to maintain tariff increases at levels that reflect an appropriate balance between the affordability to poorer households and other consumers while ensuring the financial sustainability of the municipality. The Consumer Price Index (CPI) inflation **is forecasted to be within the 3 to 6 per cent target band**; therefore, municipalities are required to **justify all increases in excess of the projected inflation target for 2023/24 MTREF** in their budget narratives and pay careful attention to tariff increases across all consumer groups. In addition, municipalities should include a detailed account of their revenue growth assumptions for the different service charges in the budget narrative
- **Bulk Account Payments and Concessions** - During 2018/19, intense work was undertaken to resolve systemic and structural issues pertaining to the electricity function in municipalities. Core to this work was addressing the escalating Eskom debt that threatened the sustainability of Eskom as well as that of municipalities. During the process, Eskom agreed to provide relieve in certain areas. Municipalities are reminded of the following concessions that remain in place:
  - The interest rate charged on overdue municipal bulk accounts were reduced from prime plus 5 per cent to prime plus 2.5 per cent;
  - Payment terms were extended from 15 days to 30 days for municipal bulk accounts; and
  - Eskom allocation of municipality payments to capital first and then to interest.

These concessions align to the MFMA and are meant to curb municipal growing debt levels by allowing a more conducive payment regime than what was previously employed. In addition, municipalities are urged to budget for and ring-fence their payment of bulk services. Bulk current account payments must be honoured religiously to avoid stringent application of the bulk suppliers' credit control policy.

- **Critical Notice Affecting STS Meters** - As highlighted in previous MFMA Circular No. 115 (dated 06 December 2022) municipalities are once again alerted that there is still a pending business risk to the prepayment metering industry that requires urgency of action. The token identifiers (TID) used to identify each credit token will run out of available numbers in November 2024, at which point all STS meters will stop accepting credit tokens. The remedy is to visit each meter and enter a special set of key change tokens in order to reset the meter memory. Municipalities are advised that the National Treasury, through the Office of the Chief Procurement Officer (OCPO), will soon facilitate a transversal contract for the provision of auditing, re-calibration and re-configuration services for standard transfer specification compliant prepayment meters that align to minimum and critical technical specifications for local government. In this respect the development of the transversal contract for smart prepaid meters as per NRS 049 (per latest approved version) is at an advanced stage and should be issued shortly by National Treasury.

If your municipality or municipality entity is currently in the process of procuring for a solution or is planning to, you are cautioned:

- Against proceeding prior to the OCPO having issued and awarded the transversal contract for the provision of inter alia auditing, re-calibration and re-configuration services for standard transfer specification compliant prepayment meters Terms of Reference (ToR); and
- That, with immediate effect, you must obtain the National Treasury's input prior to proceeding with any current procurement or proposed procurement for this purpose or any related solution or similar. This is to prevent unnecessary and wasteful expenditure on such solutions.
- **Load shedding not only affects the electricity service but also some municipalities' ability to pump water, thereby negatively impacting the stability of water supplies and the related functioning of the wastewater reticulation network.** The load shedding crisis has been declared a state of disaster and will require tough budgeting choices for municipalities to make sure that basic municipal services are sustained. The regulations published in the Government Gazette No. 48152 on 27 February 2023 in terms of the Disaster Management Act, 2002 (Act 57 of 2002) require municipalities to "ensure continuous operation of water infrastructure and other specified essential infrastructure, including by installing alternative energy sources or other measures to provide an uninterrupted power supply."

Municipalities are also required to “mobilise available resources” and “provide funds for this purpose, subject to affordability.” As an immediate interim solution back-up electricity to pump water should be prioritised while being mindful of its affordability within the municipality’s available funding sources and other critical priorities. The municipality need to adequately plan and prioritise funding in its 2023/24 MTREF for this purpose.

- **The National Energy Regulator of South Africa (NERSA)** is responsible for the price determination of the bulk costs of electricity. In January 2023, NERSA approved tariff increases of 18.7 per cent in 2023/24 and 12.7 per cent increase in 2024/25. For purposes of calculating the free basic energy subsidy in the local government equitable share formula, the National Treasury has added 2 per cent to these increases. This is in anticipation of higher increases than those published in January, for municipalities, due to the difference in the financial years of Eskom customers and municipalities meaning that Eskom only has nine months to collect the allowable revenue from municipalities. R1.1 billion is added to the free basic energy subcomponent of the free basic services component of the local government equitable share formula to fund these higher tariff increases. To this end, the free basic electricity subsidy in the local government equitable share is calculated based on a 20.7 per cent tariff increase in 2023/24 and a 14.7 per cent increase in 2024/25. In the absence of an approved tariff increase in the outer year of the MTREF period, the formula assumes an increase of 17.7 per cent in 2025/26. This is the average of the estimated increases for the first two years of the MTREF period. **The final increase for bulk purchases is 18.49% plus the potential Eskom claw-back shortfall and an increase of 18.49% for electricity reselling to municipal customers.**
- The **emphasis is on municipalities** to comply with Section 18 of the MFMA and ensure that they **fund their 2023/24 MTREF budgets from realistically anticipated revenues** to be collected. Municipalities are cautioned against assuming collection rates that are unrealistic and unattainable as this is a fundamental reason for municipalities not attaining their desired collection rates. The purpose of the above mentioned MFMA Circulars is to ensure that the municipalities are using their entire revenue base as the basis for the revenue budget. It is **essential that municipalities reconcile their** most recent consolidated **valuation roll data** to that of **the current billing system data** to ensure that **revenue anticipated from property rates is realistic**. The municipalities should implement a data management strategy and develop internal capacity to perform these reconciliations and investigations to improve completeness of billing.
- The **Salary and Wage Collective Agreement** for the period 01 July 2021 to 30 June 2024 dated 15 September 2021 through the agreement that was approved by the Bargaining Committee of the Central Council in terms of Clause 17.3 of the Constitution should be used when budgeting for employee related costs for the 2023/24 MTREF. In terms of the agreement, all employees covered by this agreement shall receive with effect from 01 July 2023 and 01 July 2024 **an increase based on the projected average CPI** percentages for 2023 (5.4 per cent according to the Reserve Bank’s Monetary Committee Statement for January 2023) and 2024 (4.8 per cent according to the Reserve Bank’s Monetary Committee Statement for January 2023). The forecasts of the Reserve Bank, in terms of the January 2023 and January 2024, shall be used to determine the projected average CPI. Municipalities are encouraged to perform an annual head count and payroll verification process by undertaking a once-a-year manual salary disbursement, to root out ghost employees. According to the 2021 State of Local Government Finance Report, there are about 165 municipalities that are in financial distress. These municipalities need to ensure that they seek an early exemption from this dispensation of this salary agreement. Municipalities should also avoid paying out leave in cash while having major financial challenges.
- Municipalities are advised to budget for the **actual costs approved in accordance with the Government Gazette on the Remuneration of Public Office Bearers Act: Determination of Upper Limits** of Salaries, Allowances and Benefits of different members of municipal councils published annually between December and January by the Department of Cooperative Governance. It is anticipated that this salary determination will also take into account the fiscal constraints. Municipalities should also consider guidance provided above on salary increases for municipal officials during this process. Any overpayment to councillors contrary to the upper limits as published by the Minister of Cooperative Governance and Traditional Affairs will be irregular expenditure in terms of Section 167 of the MFMA and must be recovered from councillor(s) concerned.

## ***Funding choices and management issues***

Municipalities are under pressure to generate revenue as a result of the economic landscape, the uncertainty of on-going load shedding, weak tariff setting and increases in key cost drivers to provide basic municipal services. The ability of customers to pay for services is declining and this means that less revenue will be collected. Therefore, municipalities must consider the following when compiling their 2023/24 MTREF budgets:

- Improving the effectiveness of revenue management processes and procedures;
- Cost containment measures to, amongst other things, control unnecessary spending on nice-to-have items and non-essential activities as highlighted in the Municipal Cost Containment Regulations read with MFMA Circular No. 82;
- Ensuring value for money through the procurement process;
- The affordability of providing free basic services to all households;
- Not taking on unfunded mandates;
- Strictly control the use of costly water tankers and fix the water infrastructure to enable the sustainable provision of water;
- Automate business services where possible to increase efficiencies and lower customer costs;
- Prioritise the filling of critical vacant posts, especially linked to the delivery of basic services;
- Curbing the consumption of water and electricity by indigent consumers to ensure that they do not exceed their allocation; and
- Ensuring sustainable capital infrastructure investment inclusive of considering the impact on the operational account.

## **2. LEGISLATIVE RESPONSIBILITIES**

### **2.1 Section 16(2) : MFMA**

"... the Mayor of the municipality must table the annual budget at a **Council meeting** at least 90 days before the start of the financial year."

### **Artikel 16(2) : MFMA**

"... die Burgemeester van die munisipaliteit moet die jaarlikse begroting ten minste **90 dae** voor die aanvang van die begrotingsjaar by 'n **raadsvergadering** ter tafel lê."

### **2.2 Section 24(1) : MFMA**

"The municipal Council must at least **30 days** before the start of the budget year consider approval of the annual budget."

### **Artikel 24(1) : MFMA**

"Die raad van 'n munisipaliteit moet ten minste **30 dae** voor die aanvang van die begrotingsjaar goedkeuring van die jaarlikse begroting oorweeg."

### **2.3 Section 160(2)(b) (c): Constitution**

"The following functions may not be delegated by a Municipal Council:  
... the approval of budgets and tariffs."

### **Artikel 160(2)(b)(c): Grondwet**

"Die volgende funksies mag nie deur die Munisipale Raad gedelegeer word nie:  
... die goedkeuring van begrotings en tariewe."

### **2.4 Section 160(3)(a) Constitution**

"A majority of the members of a Municipal Council must be present before a vote may be taken on any matter."

### **Artikel 160(3)(a) Grondwet**

"Dat die meerderheid Munisipale Raadslede teenwoordig moet wees voordat stemming geneem word oor enige saak."

### **2.5 Section 19: MFMA**

"A municipality may spend money on a capital project only if the money for the project, excluding the cost of feasibility studies conducted by or on behalf of the municipality has been appropriated in the capital budget; section 33 has been complied with and the sources of funding are available and have not been committed"

Artikel 19: MFMA

“ 'n Munisipaliteit kan geld aan 'n kapitaalprojek bestee, slegs indien die geld vir die projek, uitgesonderd die koste van uitvoerbaarheidstudies deur of namens die munisipaliteit gedoen in die kapitaalbegroting is; artikel 33 aan voldoen is en die befondsingsbronne beskikbaar is en nie vir ander doeleindes geoormerk is nie”

2.6 Section 33: MFMA

“A municipality may enter into a contract which will impose financial obligations on the municipality beyond a financial year, but if the contract will impose financial obligations on the municipality beyond the three years covered in the annual budget for that financial year, it may do so only if.....”

Artikel 33: MFMA

“ 'n Munisipaliteit kan 'n kontrak sluit wat die finansiële verpligtinge op die munisipaliteit sal lê na die einde van 'n finansiële jaar, maar indien die kontrak finansiële verpligtinge op die munisipaliteit sal lê na die einde van die drie jaar wat die jaarlikse begroting vir daardie finansiële jaar gedek word, kan die munisipaliteit so kontrak sluit deur die slegs indien.....”

3. **DOCUMENTATION**

3.1 Attached hereto (**Annexure A: 2023/24 – 2025/26 Final Budget and Tariff File**) find the **Final** Capital and Operating budget for 2023/2024 as prepared by the Chief Financial Officer, and the multi-year operating and capital budgets for 2024/2025 and 2025/2026.

3.2 Attached hereto (**Annexure B: 2023/24 – 2025/26 Capital Projects i.t.o Sec 19**) find the **Final** individual capital projects over the threshold envisaged i.t.o Sec 19 having cognisance of Sec 33 of the MFMA.

3.3 **BUDGETS AND MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2023/2024 REFORMS**

Attached hereto (**Annexure C: Budget Report and A-Schedules 2023/24 – 2025/26**), find the prescribed budget reforms as per MFMA Circulars No.122 and No.123 in accordance with the regulations.

3.4 **OUTSTANDING DEBTORS**

(**Annexure A: 2023/24 – 2025/26 Final Budget and Tariff File**) contains the outstanding debtors as at 30 April 2023.

3.5 **INVESTMENTS & EXTERNAL LOAN REGISTER**

(**Annexure A: 2023/24– 2025/26 Final Budget and Tariff File**) contains the Investments and External loan register as at 30 April 2023.

3.6 **BUDGET RELATED POLICIES**

Also attached hereto (**Annexure D: Final Amendments to Budget & Related Policies 2023/2024**), find the final amended budget and related policies for 2023/24.

Below is a list of the budget and related policies and by-laws for final approval by Council:

| No. | Policy/Plan Name                                                 | Reviewed<br>(Yes / No) | Amended<br>(Yes / No) |
|-----|------------------------------------------------------------------|------------------------|-----------------------|
| 1.  | Tariff Policy                                                    | Yes                    | Yes                   |
| 2.  | Property Rates Policy ( <b>only property tax rates revised</b> ) | Yes                    | No                    |
| 3   | Property Rates By-law                                            | Yes                    | No                    |
| 4.  | Credit Control and Debt Collection Policy<br>Schedule and By-Law | Yes                    | No                    |
| 5.  | Indigent Policy                                                  | Yes                    | Yes                   |

| No. | Policy/Plan Name                                                          | Reviewed (Yes / No) | Amended (Yes / No) |
|-----|---------------------------------------------------------------------------|---------------------|--------------------|
| 6.  | Cash Management and Investment Policy                                     | Yes                 | Yes                |
| 7.  | Asset Management Policy                                                   | Yes                 | Yes                |
| 8.  | Fleet Management Policy                                                   | Yes                 | Yes                |
| 9.  | Supply Chain Management Policy ( <b>effective since 16 January 2023</b> ) | Yes                 | No                 |
| 10. | Budget Implementation Policy                                              | Yes                 | No                 |
| 11. | Funding and Reserves Policy                                               | Yes                 | No                 |
| 12. | Debt and Borrowing Policy                                                 | Yes                 | No                 |
| 13. | Virement Policy                                                           | Yes                 | Yes                |
| 14. | Travel and Subsistence Policy                                             | Yes                 | Yes                |
| 15. | Cost Containment Policy                                                   | Yes                 | No                 |
| 16. | Unauthorised, Irregular, Fruitless and Wasteful Expenditure Policy        | Yes                 | Yes                |
| 17. | Insurance Policy                                                          | New                 |                    |
| 18. | Preferential Procurement Policy                                           | Yes                 | No                 |

**Note:** The amendments to the Supply Chain Management Policy is effective since 16 January 2023 and for the 2023-24 financial year.

#### 4. AREAS COVERED DURING THE BUDGET STEERING COMMITTEE MEETINGS:

- Struggling South African Economy (Local and international economy – recessions)
- **Conservative budgeting w.r.t the revenue budget and therefore the amounts in years 2 and 3 of the MTREF are indicative only and not fixed, mainly to mitigate the risks given the global and local poor economic conditions. In this regard expenditure will have to be curbed with careful monitoring of budget performance and payment rates**
- Key focus risk areas for the 2023/24 Budget process
- Extensive revenue modelling informing tariff increases to ensure services are delivered **sustainably and cost reflective** over the longer term with emphasis on the impact of increases on disposable income levels given the dire state of the economy
- Electricity supply constraints leading to diminishing Electricity demand
- Expenditure and Revenue Consolidation and audited basis informing growth from 2022-23 to 2023-24
- Revenue streams from trading and economic services insufficient, given the impact of Capital budget programs and Indigents on the Operating account
- Future operational cost of 2 800 and 2 839 housing opportunities, Landfill sites cost of compliance and Rehabilitation, ± R52.6mil capital & R26.9mil operating
- Limiting future CAPEX to a maximum of 16.5% of OPEX to relieve pressure on tariffs.

To ensure compliance with the Budget and Reporting Regulations, the Budget Steering Committee gave effect to their technical advisory role in strengthening local government finances at a meeting that was held on the 11<sup>th</sup> of May 2023.

#### 5. HIGH-LEVEL DISCUSSION / MOTIVATION

That the Executive Mayoral Committee recommends the approval of the final capital, operating and balance sheet budgets, amendments to the budget and related policies, property tax rates, tariffs and other charges for the 2023/2024; 2024/2025 and 2025/2026 financial years **to council for final approval.**

## 5.1 CAPITAL BUDGET

The total final Capital budget for 2023/2024 amounts to **R 209 052** million with around **R 101 665** million invested from Council's own funds in year 1 and the total application of capital investment over the three fiscal years amounting to **R 636 324** million. An increase of **R 95 959** million from the previous approved adjusted MTREF of **R 540 365** million. The ongoing investment in revenue generating and other bulk infrastructure is important as an economic stimulant given the multiplier effect that infrastructure investment has on the local economy and more-over now than ever before. The leveraging of these investments in creating jobs remains a key consideration bearing in mind the impact the capital budget have on the operating account.

### HOUSING PROJECTS

**Note:** The allocations in the provincial gazette for housing projects in year 2 and 3 are indicative at this stage because of provincial commitments not yet guaranteed.

### **CAPITAL PROJECTS ABOVE THE THRESHOLD AS ENVISAGED BY SECTION 19 OF THE MFMA**

**SECTION 19 (1)** requires that council consider the operational costs over the MTREF and beyond prior to approving these capital projects:

- (1) "A municipality may spend money on a capital project only if-
- (a) the money for the project, excluding the cost of feasibility studies conducted by or on behalf of the municipality, has been appropriated in the capital budget referred to in section 17 (2);
  - (b) the project, including the total cost, has been approved by the council;
  - (c) section 33 has been complied with, to the extent that this section may be applicable to the project; and
  - (d) the sources of funding have been considered, are available and have not been committed for other purposes."

| FINANCING SOURCES                                    | Final Budget<br>2023/2024 | Final Budget<br>2024/2025 | Final Budget<br>2025/2026 |
|------------------------------------------------------|---------------------------|---------------------------|---------------------------|
| Capital Replacement Reserve (CRR)                    | R 101 665 452             | R 70 374 545              | R 99 643 329              |
| External Loans                                       | R -                       | R 33 000 000              | R 17 000 000              |
| Municipal Infrastructure Grant (MIG)                 | R 24 708 000              | R 25 664 000              | R 26 660 000              |
| Dept. Human Settlements                              | R 55 314 000              | R 64 890 000              | R 30 000 000              |
| Integrated National Electrification Programme (INEP) | R 23 658 000              | R 25 000 000              | R 35 000 000              |
| RSEP                                                 | R 500 000                 | -                         | -                         |
| Contributions / Donations                            | R 1 224 943               | -                         | -                         |
| Dept. Cultural Affairs and Sport                     | R 1 016 000               | -                         | -                         |
| Community Safety Grant                               | R 40 000                  | R 40 000                  | -                         |
| Fire Service Capacity Building Grant                 | R 926 000                 | -                         | -                         |
|                                                      |                           |                           |                           |
| <b>GRAND TOTAL</b>                                   | <b>R 209 052 395</b>      | <b>R 218 968 545</b>      | <b>R 208 303 329</b>      |

**SECTION 19 (2)** requires the following:

- (2) "Before approving a capital project in terms of subsection (1) (b), the council of a municipality must consider-
- (a) the projected cost covering all financial years until the project is operational; and
  - (b) the future operational costs and revenue on the project, including municipal tax and tariff implications."

**SECTION 19 (3)** requires the following:

- (3) “A municipal council may in terms of subsection (1) (b) approve capital projects below a prescribed value either individually or as part of a consolidated capital programme.”

## 5.2 OPERATING BUDGET

The operating expenditure budget will increase from **R 1 025 576** billion to **R 1 071 330** billion resulting in approximate growth of **4.5%**. The operating revenue budget will increase from **R 1 098 018** billion to **R 1 192 485** billion (including operating and capital grant allocations) resulting in year on year growth of **8.6%** (**6.5%** excluding capital grant income). The relationship between the growth in realistically generated revenue compared to the growth in expenditure is however becoming increasingly more problematic over the medium to longer term and much will have to be done to curb expenditure and grow other revenue sources to ensure longer term financial sustainability. The extent of capital investment has a huge impact on the operating account over the medium to long term.

The total salary budget increases from **R 309 926** million to **R 328 475** million (5.99% increase) to make provision for nationally determined annual adjustments in salaries, other benefits such as medical aid and pension contributions. No provision for critical posts were possible, given the tight resource envelope.

### TRAINING BUDGET

A concerted effort was again made to limit this expenditure in an attempt to keep tariffs within the limits of the reduced realistically anticipated revenue streams, with an amount of R 1 898 364 budgeted for training in the 2023/24 operating budget, which constitutes 0.60% of the Municipality's salary budget (excluding councillor remuneration) and will be limited to around 0.50% to 0.60% for the outer MTREF financial years. This budget is considered more than sufficient to provide for training needs within the Municipality given the historic and ongoing training programmes already covered, **but more-over the necessitated curbing of expenditure given the worsening disposable income levels of the paying public during this severe economic downturn.**

### SALARY BUDGET

That Council takes note of the increase in the salary bill of around **5.99%**:

- In respect of all personnel, an increase of **5.4%** for 2023/2024; **5%** for 2024/2025 and **5%** for the 2025/2026 financial years, excluding the increase in other benefits that are applicable and the annual 2.5% notch increase where applicable;
- All salary adjustments are adequately budgeted for;
- Provision has been made for a **3%** increase for political office bearers which is within the mid band of the inflation targets set by the South African Reserve Bank (SARB).

## PROPERTY TAXES AND TARIFFS OF TRADINGS SERVICES

**The average final increases in property taxes and tariffs for the 2023/2024 financial year are as follows:**

- Property Rates      -      **5.9%** (detail of main property categories per recommendation (k) for the property tax rate:- cent in the Rand)
- **6.9%** All other properties ( excluding agricultural properties used for bona fide agricultural activities and vacant land)

|                |   |                                                                                                                                                                                                                                                         |
|----------------|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Electricity    | - | <b>18.49%</b> (NERSA to still consider same - please refer to the detailed electricity tariffs found in the 2023-2024 Tariff listing)                                                                                                                   |
| Refuse Removal | - | <b>9.9% due to the service being rendered at a loss compounded by the running cost of fuel</b>                                                                                                                                                          |
| Sewerage       | - | <b>5.9%</b>                                                                                                                                                                                                                                             |
| Water          | - | <b>Average of 7.8%</b> for usage up to 15kls – thereafter <b>5.9%</b> for residential consumers.<br><b>4.9%</b> increase for all businesses, sport clubs and <b>5.9%</b> for government institutions, please consult the tariff listing for the detail. |

### 5.3 PROPERTY RATES AND SERVICE CHARGES ASSUMPTIONS

The objective with the exercise of tariff determination was to ensure that trade and economic services show surpluses over the next three to five years in order to sustain quality service delivery to which our consumers in the Swartland area have become accustomed to, but more importantly to finance some other community services and the refurbishment/ renewal of council's bulk infrastructure. The objective alluded to above was however not possible with refuse removal which is rendered at a loss.

Every effort was made during the extensive income modelling exercise to apply the principles of zero based budgeting where appropriate. Items such as fuel, tyres, and bulk purchases inclusive of post-retirement benefits were quality checked against past performance and the implementation of improved practices in a bid to realise potential further reductions and savings especially with the increasing fuel prices. Cost of providing services increased exponentially, especially those that is fuel and energy dependent/driven.

#### Property Rates

The final proposed property rates increases for the 2023/2024 financial year is **5.9%** for residential properties and **6.9%** for business and state owned properties. Increases over the remaining MTREF period, is limited to **5.9%** for residential properties and **6.9%** for business and state owned properties. Over the MTREF additional streams were factored in as a result of the implementation of the new general valuation envisaged for the 2024/25 financial year. Limited growth is forecasted for the years beyond the MTREF.

#### Electricity Tariffs

At this stage, the final increase for the purchase of electricity is based on **18.49%** and the increase for selling of electricity is also around **18.49%**. The tariff increases are preliminary and subject to the municipality's application to NERSA. **Please consult the detailed tariff listing for the final increases.**

The municipality will need to take up an external loan of around R29 million to partly finance the Malmesbury De Hoop 132/11kV Substation capital project. This substantial investment of over R100 million will create capacity, which in the main is needed to support the delivery of low cost housing in the Swartland area.

***That Council for now abide with the electricity tariffs that are submitted, bearing in mind that it is still subject to NERSA's final approval, inclusive of the potential of the TOU electricity slots changing***

#### Water Tariffs

The final water tariff increases are: - **average increase of 7.8%** for the first 15kls thereafter a **5.9%** increase for the higher residential consumptive blocks, a **4.9%** increase for all businesses and sport clubs and **5.9%** for government institutions. The final tariff increases which are above the estimated headline inflation rate, are needed given the extent of water infrastructure investment required over the MTREF compounded by illegal connections and an increase in consumption to the south towards Cape Town.

Bulk water purchases from the WCDM increase to around R 7.02 from 1 July 2023 due to higher operational costs, increases to the Department of Water Affairs and the compounding cost on water provision occasions by load shedding. Usage from 0 – 20KL will increase on average by 7.36% for domestic consumers.

### **Refuse Removal**

The final tariff increase of **9.9%**, which is above the headline inflation rate, is needed to deliver the service effectively and to eventually phase out the deficit over the longer term due to the current economic conditions. The additional percentage of 4.6% above headline inflation is equal to R6.89 per month and needed to ensure that the cost of providing the service is fully funded over the longer term as the service is currently rendered at a loss. Over the remaining MTREF period, the tariff will increase to 11% to phase out the deficit over the longer term as a result of the Landfill sites cost of compliance and Rehabilitation amounting to R52.6 million in the 2023/24 MTREF budget which will require the taking up of an external loan in year two of around R21 million.

The public must also note that the costs associated with cleaning public open spaces due to illegal dumping and littering place a huge financial burden on the municipality and therefore the public are requested to please report illegal dumping.

### **Sanitation**

The final tariff increase of **5.9%** that is aligned to estimated headline inflation rate is needed to deliver the service effectively and to prevent that the service does not operate at a deficit beyond the new 2023/2024 MTREF. This will further support critical upgrades of the wastewater treatment works in Moorreesburg and Darling due for completion in 2023/24 without the need to take-up a capital loan.

## **6. POTENTIAL AND REAL RISKS IMPACTING FINANCIAL PLANNING OVER THE MTREF AND ULTIMATELY THE REVENUE MODELLING EXERCISE FORMING THE BASIS OF THE MTREF:**

- Pressure on supply and demand as a result of the Ukraine and Russia conflict, compounding local inflation in the form of Food and Fuel increases which could potential see the SARB increasing the REPO rate;
- Load shedding leading to diminishing electricity demand;
- Fuel price increases and its impact on disposable income levels;
- Cost of fuel on the municipal operations;
- Slower recovery of the economy;
- Ability to collect revenue in challenging environments;
- The upward pressure and multiplier effect of increases in staff salaries.

### **THE FOLLOWING RECOMMENDATIONS WERE APPROVED BY COUNCIL ON 30 MARCH 2023 (FOR REFERENCE PURPOSES ONLY).**

**RESOLUTION:** *(as recommended by the Executive Mayor's Committee on 22 March 2023)*

1. **The following recommendations by the Executive Mayoral Committee held on 22 March 2023, for consideration by Council on 30 March 2023 for purposes of public participation. Final approval shall only take place on 25 May 2023.**
  - (a) 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: 2023/2024 – 2025/2026 Draft Budget and Tariff File)** and consider same;

- (b) That council prior to approving the capital projects above R50 million as listed in **(Annexure B: 2023/2024 – 2025/2026 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;
- (c) That council deemed it appropriate to consider the entire capital program excluding the 3 contractually combined projects above R50 million as the aforementioned capital program's operational cost, inclusive of future costs will be covered by the rates regime and the normal cost centres found in the operational budget;
- (d) That the future capital budgets from year 3 be limited to 16.5% of the operating budget (based on NT's norm for *Capital Expenditure to Total Expenditure* that is between 10% to 20%) because of the upward pressure it has on the operating budget and the affordability of tariffs;
- (e) That council considers the funding sources linked to council's capital program and take note that these funding sources are available and have not been committed for other purposes;

| FINANCING SOURCES                                    | Draft Budget<br>2023/2024 | Draft Budget<br>2024/2025 | Draft Budget<br>2025/2026 |
|------------------------------------------------------|---------------------------|---------------------------|---------------------------|
| Capital Replacement Reserve (CRR)                    | R 99 051 292              | R 103 813 866             | R 117 124 689             |
| Municipal Infrastructure Grant (MIG)                 | R 24 708 000              | R 25 664 000              | R 26 660 000              |
| Dept. Human Settlements                              | R 55 314 000              | R 64 890 000              | R 30 000 000              |
| Integrated National Electrification Programme (INEP) | R 23 658 000              | R 25 000 000              | R 35 000 000              |
| RSEP                                                 | R 500 000                 | -                         | -                         |
| Contributions / Donations                            | R 1 224 943               | -                         | -                         |
| Dept. Cultural Affairs and Sport                     | R 1 016 000               | -                         | -                         |
| Community Safety Grant                               | R 40 000                  | R 40 000                  | -                         |
| Fire Service Capacity Building Grant                 | R 926 000                 | -                         | -                         |
| <b>GRAND TOTAL</b>                                   | <b>R 206 438 235</b>      | <b>R 219 407 866</b>      | <b>R 208 784 689</b>      |

- (f) That council approves the capital projects as part of its consolidated capital program as per **(Annexure A: 2023/2024 – 2025/2026 Draft Budget and Tariff File)**;
- (g) That council in-principle approves the raising of an external loan to the amount of R50 million in year 2 of the new 2023/24 MTREF for the partial financing of the following capital projects: 132/11kV Eskom Schoonspruit Substation (R30 million) and the Development of Highlands New Landfill site Cell (R20 million), by means of testing the market as envisaged by MFMA section 46, requesting tenders from the financial institutions;
- (h) That the draft high-level multi-year Capital and Operating budgets in respect of the **2023/2024 – 2025/2026** financial years, be approved as draft, in accordance with sections 16, 17 and 19 of the MFMA to allow for public participation;

|                                      | Original<br>Budget<br>2022/23 | Mid-Year<br>Adj Budget<br>2022/23 | Draft<br>Budget<br>2023/24 | Draft<br>Budget<br>2024/25 | Draft<br>Budget<br>2024/25 |
|--------------------------------------|-------------------------------|-----------------------------------|----------------------------|----------------------------|----------------------------|
| Capital budget                       | 191 095 805                   | 167 894 804                       | 206 438 235                | 219 407 866                | 208 784 689                |
| Operating Expenditure                | 1 029 331 855                 | 1 025 575 992                     | 1 104 199 609              | 1 214 888 188              | 1 421 514 611              |
| Operating Revenue                    | 1 093 983 961                 | 1 087 072 579                     | 1 227 697 725              | 1 341 922 499              | 1 525 223 633              |
| <b>Budgeted (Surplus)/ Deficit</b>   | <b>(64 652 106)</b>           | <b>(61 496 587)</b>               | <b>(123 498 116)</b>       | <b>(127 034 311)</b>       | <b>(103 709 022)</b>       |
| Less: Capital Grants & Contributions | 77 109 000                    | 67 945 510                        | 107 386 943                | 115 594 000                | 91 660 000                 |
| <b>(Surplus)/ Deficit</b>            | <b>12 456 894</b>             | <b>6 448 923</b>                  | <b>(16 111 173)</b>        | <b>(11 440 311)</b>        | <b>(12 049 022)</b>        |

- (i) 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 2023/24 financial year with effect from 1 July 2023, for purposes of allowing for public participation;

| Category of property                                                       | Rate ratio | (c/R) rate determined for the relevant property category |
|----------------------------------------------------------------------------|------------|----------------------------------------------------------|
| Residential properties                                                     | 1: 1       | 0,5956                                                   |
| Business and Commercial properties                                         | 1: 1,4586  | 0,8769                                                   |
| Industrial properties                                                      | 1: 1,4586  | 0,8769                                                   |
| Agricultural properties                                                    | 1: 0,25    | 0,1489                                                   |
| Mining properties                                                          | 1: 1,4586  | 0,8769                                                   |
| Public Service Infrastructure                                              | 1: 0,25    | 0,1489                                                   |
| Properties owned by an organ of state and used for public service purposes | 1: 1,4586  | 0,8769                                                   |
| Public Benefit Organizations                                               | 1: 0       | 0,0000                                                   |
| Vacant properties                                                          | 1: 1,3470  | 0,8022                                                   |
| Municipal properties                                                       | 1: 0       | 0,0000                                                   |
| Conservation Areas                                                         | 1: 0       | 0,0000                                                   |
| Protected Areas                                                            | 1: 0       | 0,0000                                                   |
| National Monuments                                                         | 1: 0       | 0,0000                                                   |
| Informal Settlements                                                       | 1: 0       | 0,0000                                                   |

#### 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 indigents in terms of the Indigent Policy to a maximum valuation of R105 000;
- **Qualifying senior citizens 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 R300 000.

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

- (j) That council approve the draft tariff structures and charges for water, refuse removal, sewerage and other sundry charges as set out in **(Annexure A: 2023/2024 – 2025/2026 Draft Budget and Tariff File)** for purposes of allowing for public participation;
- (k) That council approve the electricity tariffs as draft for the 2023/2024 financial year, **bearing in mind that it is still subject to NERSA's final approval** and that Time of Use customers must note that the TOU slots are subject to change pending Nersa/Eskom's clarification;
- (l) 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 2023/2024–2025/2026)**;

- (m) That the **amendments** to the budget and related policies as set out in (**Annexure D: Draft Amendments to Budget & Related Policies 2023/2024**) hereto, be approved for purposes of soliciting the views and comment from the public;
- (n) That the training budget limited to **0,60%** of the salary budget in the amount of **R1 968 095** for the 2023/2024 financial year be approved as draft;
- (o) That Council takes note of the increases of the Directors that are contractually linked to the other personnel, which is negotiated and determined at a national level:
  - In respect of all personnel, an increase of **5.3%** for 2023/2024; **5%** for 2024/2025 and **5%** for the 2025/2026 financial years, excluding the increase in other benefits that are applicable and the annual 2.5% notch increase where applicable;
  - All salary adjustments are adequately budgeted for;
  - Provision has been made for a **3%** increase for political office bearers which is within the mid band of the inflation targets set by the South African Reserve Bank (SARB).
- (p) That Council takes note of the budgeted operating surpluses and that the budget is “cash-funded”. The total expenditure growth of **7.7%** from the current to the new financial year and the revenue streams with growth in revenue of **12.9% (9.9% 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 **9.8 months** for 2023/24, **9.2 months** for 2024/25 and **7.8 months** for the 2025/26 financial year (this can materially be impacted but not possible to determine scientifically at this stage);
  - over the next three financial years the planning is such that operating net surpluses are envisaged for 2023/24 to an amount of **R 16 111 173**, for 2024/25 an amount of **R 11 440 311** and for 2025/26 an amount of **R 12 049 022 (excluding capital grant income)**, which is well below the NT norm of at least a surplus of 10%.
- (q) That the Director: Financial Services adhere to the requirements of the Budget Circulars and Budget Reforms in the context of the reporting requirements to Provincial and National Treasury;
- (r) That Council also note the content of the Provincial and National Treasury Budget Circulars as enclosed in “**Annexure E: Budget Circulars**”;
- (s) That Council take note that the budget was prepared in the new mSCOA Version 6.7 as required by National Treasury;
- (t) That the process of soliciting public input, views or comments into the draft budget, **revised** budget and related policies ( limited to the revisions from the previous year) and budget documents, inclusive of the property taxes and tariffs to close at 12 midday on **28 April 2023**.

**for purposes of completeness and implementation the English version of the recommendations will be relied upon.**

#### **RECOMMENDATIONS (as recommended by the Executive Mayoral Committee on 17 May 2023)**

- (a) That cognisance be taken of the inputs received from the public and province and that the comments and responses thereto (**Annexure E, Inputs received on Draft Budget**) be accepted as per the recommendations by the Budget Steering Committee and Executive Mayoral Committee, insofar as it relates to the 2023/2024 MTREF Draft Budget and in having considered the inputs into the draft budget, it is resolved that no amendments to the budget or policies are required;

- (b) That council takes note that the future costs as envisaged by Section 19 (2)(a)(b) were derived after consultation with the respective director(s), as per **(Annexure A: 2023/2024 – 2025/2026 Final Budget and Tariff File)**;
- (c) That council prior to approving the capital projects above R50 million as listed in **(Annexure B: 2023/2024 – 2025/2026 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;
- (d) That council deemed it appropriate to consider the entire capital program excluding the 3 contractually combined projects above R50 million as the aforementioned capital program's operational cost, inclusive of future costs will be covered by the rates regime and the normal cost centres found in the operational budget;
- (e) That the future capital budgets from year 3 be limited to 16.5% of the operating budget (based on NT's norm for *Capital Expenditure to Total Expenditure* that is between 10% to 20%) because of the upward pressure it has on the operating budget and the affordability of tariffs;
- (f) That council considers the funding sources linked to council's capital program and take note that these funding sources are available and have not been committed for other purposes;

| FINANCING SOURCES                                    | Final Budget<br>2023/2024 | Final Budget<br>2024/2025 | Final Budget<br>2025/2026 |
|------------------------------------------------------|---------------------------|---------------------------|---------------------------|
| Capital Replacement Reserve (CRR)                    | R 101 665 452             | R 70 374 545              | R 99 643 329              |
| External Loans                                       | R -                       | R 33 000 000              | R 17 000 000              |
| Municipal Infrastructure Grant (MIG)                 | R 24 708 000              | R 25 664 000              | R 26 660 000              |
| Dept. Human Settlements                              | R 55 314 000              | R 64 890 000              | R 30 000 000              |
| Integrated National Electrification Programme (INEP) | R 23 658 000              | R 25 000 000              | R 35 000 000              |
| RSEP                                                 | R 500 000                 | -                         | -                         |
| Contributions / Donations                            | R 1 224 943               | -                         | -                         |
| Dept. Cultural Affairs and Sport                     | R 1 016 000               | -                         | -                         |
| Community Safety Grant                               | R 40 000                  | R 40 000                  | -                         |
| Fire Service Capacity Building Grant                 | R 926 000                 | -                         | -                         |
|                                                      |                           |                           |                           |
| <b>GRAND TOTAL</b>                                   | <b>R 209 052 395</b>      | <b>R 218 968 545</b>      | <b>R 208 303 329</b>      |

- (g) That council approves the capital projects as part of its consolidated capital program as per **(Annexure A: 2023/2024 – 2025/2026 Final Budget and Tariff File)**;
- (h) That council specifically note that some naming conventions (where applicable and appropriate) are due to be amended to co-inside with the requirements of the hierarchy of assets for eg, a project in the capital budget named Fencing;
- (i) That council in-principle approves the raising of an external loan to the amount of R50 million in year 2 of the new 2023/24 MTREF for the partial financing of the following capital projects: Malmesbury De Hoop 132/11kV Substation (R29 million) and the Development of Highlands New Landfill site Cell (R21 million), by means of testing the market as envisaged by MFMA section 46, requesting tenders from the financial institutions;
- (j) That the final high-level multi-year Capital and Operating budgets in respect of the **2023/2024 – 2025/2026** financial years, be approved as final, in accordance with sections 16, 17, 18 and 19 of the MFMA;

|                                      | Original<br>Budget<br>2022/23 | Special Adj<br>Budget<br>2022/23 | Final<br>Budget<br>2023/24 | Final<br>Budget<br>2024/25 | Final<br>Budget<br>2024/25 |
|--------------------------------------|-------------------------------|----------------------------------|----------------------------|----------------------------|----------------------------|
| Capital budget                       | 191 095 805                   | 178 839 804                      | 209 052 395                | 218 968 545                | 208 303 329                |
| Operating Expenditure                | 1 029 331 855                 | 1 025 575 992                    | 1 071 330 062              | 1 174 132 994              | 1 371 930 505              |
| Operating Revenue                    | 1 093 983 961                 | 1 098 017 579                    | 1 192 485 181              | 1 311 049 716              | 1 489 696 468              |
| <b>Budgeted (Surplus)/ Deficit</b>   | <b>(64 652 106)</b>           | <b>(72 441 587)</b>              | <b>(121 155 119)</b>       | <b>(136 916 722)</b>       | <b>(117 765 963)</b>       |
| Less: Capital Grants & Contributions | 77 109 000                    | 78 890 510                       | 107 386 943                | 115 594 000                | 91 660 000                 |
| <b>(Surplus)/ Deficit</b>            | <b>12 456 894</b>             | <b>6 448 923</b>                 | <b>(13 768 176)</b>        | <b>(21 322 722)</b>        | <b>(26 105 963)</b>        |

- (k) 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 final property tax rates, exemptions and rebates on property reflected in the schedule below and in the property rates policy for the 2023/24 financial year with effect from 1 July 2023;

| Category of property                                                       | Rate ratio | (c/R) rate determined for the relevant property category |
|----------------------------------------------------------------------------|------------|----------------------------------------------------------|
| Residential properties                                                     | 1: 1       | 0,5956                                                   |
| Business and Commercial properties                                         | 1: 1,4586  | 0,8769                                                   |
| Industrial properties                                                      | 1: 1,4586  | 0,8769                                                   |
| Agricultural properties                                                    | 1: 0,25    | 0,1489                                                   |
| Mining properties                                                          | 1: 1,4586  | 0,8769                                                   |
| Public Service Infrastructure                                              | 1: 0,25    | 0,1489                                                   |
| Properties owned by an organ of state and used for public service purposes | 1: 1,4586  | 0,8769                                                   |
| Public Benefit Organizations                                               | 1: 0       | 0,0000                                                   |
| Vacant properties                                                          | 1: 1,3470  | 0,8022                                                   |
| Municipal properties                                                       | 1: 0       | 0,0000                                                   |
| Conservation Areas                                                         | 1: 0       | 0,0000                                                   |
| Protected Areas                                                            | 1: 0       | 0,0000                                                   |
| National Monuments                                                         | 1: 0       | 0,0000                                                   |
| Informal Settlements                                                       | 1: 0       | 0,0000                                                   |

#### 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 indigents in terms of the Indigent Policy to a maximum valuation of R105 000;
- **Qualifying senior citizens 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 R300 000.

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

- (l) That council approve the final tariff structures and charges for water, refuse removal, sewerage and other sundry charges as set out in **(Annexure A: 2023/2024 – 2025/2026 Final Budget and Tariff File)**;
- (m) That council approve the electricity tariffs as final for the 2023/2024 financial year, **bearing in mind that it is still subject to NERSA's final approval** and that Time of Use customers must note that the TOU slots are subject to change pending Nersa/Eskom's clarification;
- (n) 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 2023/2024–2025/2026)**;
- (o) That the **amendments** to the budget and related policies as set out in **(Annexure D: Final Amendments to Budget & Related Policies 2023/2024)** hereto, be approved as final;
- (p) That the training budget limited to **0,60%** of the salary budget in the amount of **R1 898 364** for the 2023/2024 financial year be approved as final;
- (q) That Council takes note of the increase in the salary bill of around **5.99%**:
  - In respect of all personnel, an increase of **5.4%** for 2023/2024; **5%** for 2024/2025 and **5%** for the 2025/2026 financial years, excluding the increase in other benefits that are applicable and the annual 2.5% notch increase where applicable;
  - All salary adjustments are adequately budgeted for;
  - Provision has been made for a **3%** increase for political office bearers which is within the mid band of the inflation targets set by the South African Reserve Bank (SARB).
- (r) That Council takes note of the budgeted operating surpluses and that the budget is “cash-funded”. The total expenditure growth of **4.5%** from the current to the new financial year and the revenue streams with growth in revenue of **8.6% (6.5% 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 **10 months** for 2023/24, **10.4 months** for 2024/25 and **9 months** for the 2025/26 financial year (this can materially be impacted but not possible to determine scientifically at this stage);
  - over the next three financial years the planning is such that operating net surpluses are envisaged for 2023/24 to an amount of **R 13 768 176**, for 2024/25 an amount of **R 21 322 722** and for 2025/26 an amount of **R 26 105 963 (excluding capital grant income)**, which is well below the NT norm of at least a surplus of 10%.
- (s) That the Director: Financial Services adhere to the requirements of the Budget Circulars and Budget Reforms in the context of the reporting requirements to Provincial and National Treasury;
- (t) That Council take note that the budget was prepared in the new mSCOA Version 6.7 as required by National Treasury.

**for purposes of completeness and implementation the English version of the recommendations will be relied upon.**

**AANBEVELINGS (soos aanbeveel deur die Uitvoerende Burgemeesterskomitee op 17 Mei 2023)**

- (a) Dat daar kennis geneem word van die publieke en provinsiale insette wat ontvang is en dat die reaksie en kommentaar (**Annexure E, Inputs received on Draft Budget**) daarop, soos aanbeveel deur die Begrotingsbeheerkomitee en Uitvoerende Burgemeesterskomitee, insoverre dit verband hou met die 2023/2024 MTREF Konsep Begroting deur die Raad aanvaar word. Dat daar verder besluit word dat na oorweging van die insette op die konsepbegroting geen wysigings aan die begroting of beleide nodig is nie;
- (b) Dat die Raad kennis neem dat die koste soos beoog deur Artikel 19 (2)(a)(b) verkry is na konsultasie met die onderskeie direkteur(e) wie die koste bevestig het soos per (**Annexure A: 2023/2024 – 2025/2026 Final Budget and Tariff File**);
- (c) Dat die Raad voor die goedkeuring van die kapitaal projekte bo R50 miljoen soos gelys in (**Annexure B: 2023/2024 – 2025/2026 Capital Projects ito Sec 19**), eers die geprojekteerde koste wat alle finansiële jare dek totdat die projek in werking is; en die toekomstige bedryfskoste en inkomste op die projek, met inbegrip van belasting- en tarief-implikasies oorweeg;
- (d) Dat die Raad dit toepaslik geag het om die totale kapitaalprogram te oorweeg, uitgesluit die 3 individuele projekte bo R50 miljoen aangesien die voorgenoemde kapitaalprogram se operasionele koste, insluitend die toekomstige koste wat gedek sal word deur belasting en die normale kostesentrums soos in die bedryfsbegroting;
- (e) Dat die toekomstige kapitaalebegrotings vanaf jaar 3 beperk word tot 16.5% van die bedryfsbegroting (gebaseer op NT se norm van tussen 10% en 20% vir Kapitaalbesteding tot Totale Bedryfsbesteding) as gevolg van die opwaartse druk wat dit het op die bedryfsbegroting en die bekostigbaarheid van tariewe;
- (f) Dat die Raad die befondsingsbronne oorweeg wat verband hou met die raad se kapitaalprogram en daarop let dat die befondsingsbronne beskikbaar is en nie vir ander doeleindes geoormerk is nie;

| FINANCING SOURCES                                    | Final Budget<br>2023/2024 | Final Budget<br>2024/2025 | Final Budget<br>2025/2026 |
|------------------------------------------------------|---------------------------|---------------------------|---------------------------|
| Capital Replacement Reserve (CRR)                    | R 101 665 452             | R 70 374 545              | R 99 643 329              |
| External Loans                                       | R -                       | R 33 000 000              | R 17 000 000              |
| Municipal Infrastructure Grant (MIG)                 | R 24 708 000              | R 25 664 000              | R 26 660 000              |
| Dept. Human Settlements                              | R 55 314 000              | R 64 890 000              | R 30 000 000              |
| Integrated National Electrification Programme (INEP) | R 23 658 000              | R 25 000 000              | R 35 000 000              |
| RSEP                                                 | R 500 000                 | -                         | -                         |
| Contributions / Donations                            | R 1 224 943               | -                         | -                         |
| Dept. Cultural Affairs and Sport                     | R 1 016 000               | -                         | -                         |
| Community Safety Grant                               | R 40 000                  | R 40 000                  | -                         |
| Fire Service Capacity Building Grant                 | R 926 000                 | -                         | -                         |
| <b>GRAND TOTAL</b>                                   | <b>R 209 052 395</b>      | <b>R 218 968 545</b>      | <b>R 208 303 329</b>      |

- (g) Dat die Raad die kapitaalprojekte as deel van die gekonsolideerde kapitaalprogram goedkeur soos per (**Annexure A: 2023/2024 – 2025/2026 Final Budget and Tariff File**);
- (h) Dat die Raad spesifiek kennis neem dat sommige konvensie-benamings (waar van toepassing en toepaslik) gewysig moet word om te voldoen aan die vereistes van die bates-hiërargie, bv. 'n projek in die kapitaalebegroting genoem Omheining;

- (i) Dat die Raad in beginsel goedkeuring verleen vir die opneem van 'n eksterne lening tot 'n bedrag van R50 miljoen vir jaar 2 van die 2023/24 MTREF, vir die gedeeltelike finansiering van die volgende kapitaalprojekte: Malmesbury De Hoop 132/11kV Substation (R29 miljoen) en die Development of Highlands New Landfill Cell (R21 miljoen), deur die mark te toets by wyse van die inwin van tenders vanaf die finansiële instellings soos beoog in artikel 46 van die MFMA;
- (j) Dat die finale hoë-vlak meerjarige Kapitaal- en Bedryfsbegrotings ten opsigte van die **2023/2024– 2025/2026** finansiële jare goedgekeur word as finaal, in ooreenstemming met artikel 16, 17, 18 en 19 van die MFMA;

|                                           | Oorspronklike<br>Begroting<br>2022/23 | Spesiale<br>Aansuiwerings<br>begroting<br>2022/23 | Finale<br>Begroting<br>2023/24 | Finale<br>Begroting<br>2024/25 | Finale<br>Begroting<br>2024/25 |
|-------------------------------------------|---------------------------------------|---------------------------------------------------|--------------------------------|--------------------------------|--------------------------------|
| Kapitaalebegroting                        | 191 095 805                           | 178 839 804                                       | 209 052 395                    | 218 968 545                    | 208 303 329                    |
| Bedryfsuitgawes                           | 1 029 331 855                         | 1 025 575 992                                     | 1 071 330 062                  | 1 174 132 994                  | 1 371 930 505                  |
| Bedryfsinkomste                           | 1 093 983 961                         | 1 098 017 579                                     | 1 192 485 181                  | 1 311 049 716                  | 1 489 696 468                  |
| <b>Begrote (Surplus)/ Tekort</b>          | <b>(64 652 106)</b>                   | <b>(72 441 587)</b>                               | <b>(121 155 119)</b>           | <b>(136 916 722)</b>           | <b>(117 765 963)</b>           |
| Minus: Kapitaal Toekennings<br>& Donasies | 77 109 000                            | 78 890 510                                        | 107 386 943                    | 115 594 000                    | 91 660 000                     |
| <b>(Surplus)/ Tekort</b>                  | <b>12 456 894</b>                     | <b>6 448 923</b>                                  | <b>(13 768 176)</b>            | <b>(21 322 722)</b>            | <b>(26 105 963)</b>            |

- (k) Dat daar goedkeuring verleen word vir die kennisgewing ingevolge artikel 14(1) en (2) van die Plaaslike Regering: Wet op Munisipale Eiendomsbelasting, 2004 ten opsigte van die heffing van finale eiendomsbelastingkoerse, vrystellings en afslag op eiendomme soos gespesifiseer in die onderstaande skedule en in die eiendomsbelastingbeleid vir die 2023/2024 finansiële jaar;

| Category of property                                                          | Rate ratio | (c/R) rate determined<br>for the relevant<br>property category |
|-------------------------------------------------------------------------------|------------|----------------------------------------------------------------|
| Residential properties                                                        | 1: 1       | 0,5956                                                         |
| Business and Commercial properties                                            | 1: 1,4586  | 0,8769                                                         |
| Industrial properties                                                         | 1: 1,4586  | 0,8769                                                         |
| Agricultural properties                                                       | 1: 0,25    | 0,1489                                                         |
| Mining properties                                                             | 1: 1,4586  | 0,8769                                                         |
| Public Service Infrastructure                                                 | 1: 0,25    | 0,1489                                                         |
| Properties owned by an organ of state and<br>used for public service purposes | 1: 1,4586  | 0,8769                                                         |
| Public Benefit Organisations                                                  | 1: 0       | 0,0000                                                         |
| Vacant properties                                                             | 1: 1,3470  | 0,8022                                                         |
| Municipal properties                                                          | 1: 0       | 0,0000                                                         |
| Conservation Areas                                                            | 1: 0       | 0,0000                                                         |
| Protected Areas                                                               | 1: 0       | 0,0000                                                         |
| National Monuments                                                            | 1: 0       | 0,0000                                                         |
| Informal Settlements                                                          | 1: 0       | 0,0000                                                         |

#### 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 indigents in terms of the Indigent Policy to a maximum valuation of R105 000;
- **Qualifying senior citizens 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 R300 000.

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

- (l) Dat die Raad die tariefstrukture en heffings vir water, vullisverwydering, riool en ander diverse heffings soos uiteengesit in **(Annexure A: 2023/2024 – 2025/2026 Final Budget and Tariff File)** goedkeur as finaal;
- (m) Dat die Raad die voorgestelde elektrisiteitstariewe as finaal goedkeur vir die 2023/2024 finansiële jaar, met inagneming dat dit **onderhewig is aan finale goedkeuring deur NERSA** en dat die Tyd-van-Gebruik kliënte daarop moet let dat die TVG-tydsgleuwe onderhewig is aan verandering hangende Nersa/Eskom se uitklaring;
- (n) Dat die jaarlikse begrotingstabelle soos vereis deur die Begrotings- en Rapporteringsregulasies en uiteengesit is in **(Annexure C: Budget Report and A-Schedules 2023/2024 – 2025/2026)** goedgekeur word;
- (o) Dat die **wysigings** aan die begrotings- en verwante beleide soos vervat in **(Annexure D: Final Amendments to Budget & Related Policies 2023/2024)**, goedgekeur word as finaal;
- (p) Dat die opleidingsbegroting beperk is tot **0,60%** van die salarisbegroting ten bedrae van **R 1 898 364** vir die 2023/2024 finansiële jaar as finaal goedgekeur word;
- (q) Dat die Raad kennis neem van die verhoging in die salarisrekening van ongeveer **5.99%**:
  - Ten opsigte van alle personeel, 'n verhoging van **5.4%** vir 2023/2024; **5%** vir die 2024/2025 en **5%** vir 2025/2026 finansiële jare, uitgesluit die toename in ander voordele wat van toepassing is en die jaarlikse 2,5% kerkverhoging waar van toepassing;
  - Daar is voldoende begroot vir alle salarisaanpassings;
  - Voorsiening is gemaak vir 'n **3%** verhoging vir politieke ampsbekleërs wat val binne die middelband van die inflasietekens soos bepaal deur die Suid-Afrikaanse Reserwebank (SARB).
- (r) Dat die Raad kennis neem van die begrote bedryfssurplusse en dat die begroting “kontant gefinansier”. Die totale groei in uitgawes van **4.5%** vanaf die huidige na die nuwe finansiële jaar en die inkomstebronne met 'n groei in inkomste van **8.6% (6.5% kapitale toekennings uitgesluit)** vir die MTREF periode, sowel as die kontantvloei-staat soos per **(A-schedule: A7)** vir die volgende drie finansiële jare;
  - die risikofaktor vir kontantdekking vir bedryfssuitgawes is **10 maande** vir 2023/24, **10.4 maande** vir 2024/25 en **9 maande** vir die 2025/26 finansiële jaar (dit kan wesenlik beïnvloed word, maar op hierdie stadium is dit nie moontlik om wetenskaplik te bepaal nie);
  - oor die volgende drie finansiële jare is die beplanning van so 'n aard dat netto bedryfssurplusse verwag word vir 2023/24, 'n bedrag van **R 13 768 176**, vir 2024/25 'n bedrag van **R 21 322 722** en vir 2025/26, 'n bedrag van **R 26 105 963 (kapitale toekennings uitgesluit)**, wat ver onder die NT-norm is van minstens 'n 10% surplus.
- (s) Dat die Direkteur: Finansiële Dienste voldoen aan die vereistes van die Begrotingsomsendbriewe en –formate in die konteks van die verslagdoeningsvereistes aan Provinsiale en Nasionale Tesourie;

- (t) Dat die Raad kennis neem dat die begroting opgestel is in die nuwe mSCOA Weergawe 6.7 soos vereis deur Nasionale Tesourie;

**vir die volledigheid en implementering sal op die Engelse weergawe van die aanbevelings staat gemaak word.**

(get) M Bolton

**DIREKTEUR: FINANSIËLE DIENSTE**



## ITEM 8.4 VAN DIE AGENDA VAN 'N GEWONE RAADSVERGADERING WAT GEHOU SAL WORD OP 25 MEI 2023

|                   |                                                           |
|-------------------|-----------------------------------------------------------|
| <b>ONDERWERP:</b> | <b>VASSTELLING VAN ONTWIKKELINGSBYDRAES VIR 2023/2024</b> |
| <b>SUBJECT:</b>   | <b>DETERMINATION OF DEVELOPMENT CHARGES FOR 2023/2024</b> |

### 1. AGTERGROND / BACKGROUND

The following development charges were considered at an Executive Mayoral Committee meeting held on 17 May 2023:

- (i) "Greenfields" Development Charges for bulk electricity
- (ii) "Brownfields" Development Charges for electricity
- (iii) Development Charges for water
- (iv) Development Charges for sewerage
- (v) Development Charges for roads

### 2. BESPREKING/DISCUSSION

The Growth Model for the total area of Swartland Municipality has been developed and approved by the Executive Mayoral Committee in December 2018.

The data of the Growth Model be used to determine the future infrastructure needs and estimates for development charges as per section 93 of Swartland Municipality : Municipal Land Use Planning By-law to fund the necessary infrastructure requirements.

*A rebate of 60 % be considered regarding development contribution in respect of the 2023/2024 financial year, for the following reasons:*

- *as an incentive to promote development and attract investment;*
- *the fact that, for the interim and until such time that the new Capital Development Charge Policy is implemented, the calculation of development charges in terms of the existing policies is not in full compliance with the new legislative prescripts;*

### 3. KOPPELING AAN GOP / ALIGNMENT TO THE IDP

- *Strategic Outcome 1 – Financially Sustainable Municipality with well-maintained assets*
  - *Output 1.1 – Secured and increased sources of revenue*
- *Strategic Outcome 5 – Economic Growth that benefits all*
  - *Output 5.3.2 – Adapt the Developers Contribution Policy and Contributions*

### 4. RECOMMENDATION

(a) *The attached Development Charges for the 2023/2024 financial year be approved:*

- (i) *"Greenfields" Development Charges for bulk electricity – (Annexure "A")*
- (ii) *"Brownfields" Development Charges for electricity – (Annexure "B")*
- (iii) *Development Charges for water – (Annexure "C")*
- (iv) *Development Charges for sewerage – (Annexure "D")*
- (v) *Development Charges for roads – (Annexure "E")*

4./...

- (b) *A rebate of 60% be considered regarding development charges in respect of the 2023/2024 financial year, for the following reasons:*
  - *Developers have to enter into an agreement with the Municipality regarding the payment of charges in terms of the existing policies;*
- (c) *The development of businesses and industries of 100 m<sup>2</sup> and smaller in extent be exempted from the payment of development charges;;*
- (d) *Additional dwelling units of 60 m<sup>2</sup> and smaller in extent be exempted from the payment of development charges;*
- (e) *Actual Cost of Development Charges will apply to all developments, as determined and calculated by the Directors of Civil and Electrical Engineering Services;*

#### **AANBEVELING**

- (a) Die aangehegte ontwikkelingbydraes vir die 2023/2024 finansiële jaar goedgekeur word:
  - (i) Greenfields"-ontwikkelingbydraes vir grootmaat elektrisiteit – (Bylae "A");
  - (ii) "Brownfields"-ontwikkelingbydraes vir elektrisiteit – (Bylae "B");
  - (iii) Ontwikkelingbydraes water – (Bylae "C");
  - (iv) Ontwikkelingsbydraes vir riool – (Bylae "D");
  - (v) Ontwikkelingsbydraes vir paaie – (Bylae "E")
- (b) 'n Korting van 60% op genoemde ontwikkelingbydraes ten opsigte van die 2023/2024 finansiële jaar toegestaan word, omrede:
  - Ontwikkelaars 'n ooreenkoms met die Munisipaliteit aangaan m.b.t. die betaling van ontwikkelingbydraes ingevolge die bestaande beleide;
- (c) Ontwikkelings van ondernemings en nywerhede van 100 m<sup>2</sup> en kleiner is vrygestel van die betaling van ontwikkelingsbydraes;
- (d) Addisionele wooneenhede van 60 m<sup>2</sup> en kleiner is vrygestel van die betaling van ontwikkelingsbydraes;
- (e) Die werklike koste van ontwikkelingsbydraes sal op alle ontwikkelings van toepassing wees, soos bepaal en bereken deur die Direkteur: Siviele Ingenieursdienste en die Direkteur: Elektriese Ingenieursdienste van toepassing wees.

(get) A M Zaayman

**MUNISIPALE BESTUURDER**

AMZ/ds

# 2023/2024 "GREEN FIELDS" Development Charges for Bulk Electricity

## Annexure A

### PROPOSED GREENFIELDS DEVELOPMENT CHARGES (DC'S) FOR BULK ELECTRICITY

| Land-use                                    | Cost per     | Malmesbury *       | Moorreesburg **   | Darling ***       | Yzerfontein ****   | Ongegund          | Total for Electricity |
|---------------------------------------------|--------------|--------------------|-------------------|-------------------|--------------------|-------------------|-----------------------|
| <b>Residential: Low (4 units/ha)</b>        |              | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 13 600,00        | R 7 000,00        | R 8 000,00        | R 20 000,00        | R 8 635,10        | R 65 380,88           |
| 15%                                         | Vat          | R 2 040,00         | R 1 050,00        | R 1 200,00        | R 3 000,00         | R 1 295,26        | R 9 807,13            |
|                                             | <b>Total</b> | <b>R 15 640,00</b> | <b>R 8 050,00</b> | <b>R 9 200,00</b> | <b>R 23 000,00</b> | <b>R 9 930,36</b> | <b>R 75 188,01</b>    |
| <b>Residential: Single (15 units/ha)</b>    |              | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 10 200,00        | R 5 250,00        | R 6 000,00        | R 15 000,00        | R 7 145,80        | R 49 705,13           |
| 15%                                         | Vat          | R 1 530,00         | R 787,50          | R 900,00          | R 2 250,00         | R 1 071,87        | R 7 455,77            |
|                                             | <b>Total</b> | <b>R 11 730,00</b> | <b>R 6 037,50</b> | <b>R 6 900,00</b> | <b>R 17 250,00</b> | <b>R 8 217,67</b> | <b>R 57 160,90</b>    |
| <b>Residential: Medium (20-25 units/ha)</b> |              | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 8 500,00         | R 4 375,00        | R 5 000,00        | R 12 500,00        | R 6 401,15        | R 41 867,26           |
| 15%                                         | Vat          | R 1 275,00         | R 656,25          | R 750,00          | R 1 875,00         | R 960,17          | R 6 280,09            |
|                                             | <b>Total</b> | <b>R 9 775,00</b>  | <b>R 5 031,25</b> | <b>R 5 750,00</b> | <b>R 14 375,00</b> | <b>R 7 361,32</b> | <b>R 48 147,35</b>    |
| <b>Residential: High (30-60 units/ha)</b>   |              | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 8 500,00         | R 4 375,00        | R 5 000,00        | R 12 500,00        | R 6 401,15        | R 41 867,26           |
| 15%                                         | Vat          | R 1 275,00         | R 656,25          | R 750,00          | R 1 875,00         | R 960,17          | R 6 280,09            |
|                                             | <b>Total</b> | <b>R 9 775,00</b>  | <b>R 5 031,25</b> | <b>R 5 750,00</b> | <b>R 14 375,00</b> | <b>R 7 361,32</b> | <b>R 48 147,35</b>    |
| <b>Affordable Housing (30-40 units/ha)</b>  |              | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 5 100,00         | R 2 625,00        | R 3 000,00        | R 7 500,00         | R 3 572,90        | R 24 852,57           |
| 15%                                         | Vat          | R 765,00           | R 393,75          | R 450,00          | R 1 125,00         | R 535,93          | R 3 727,89            |
|                                             | <b>Total</b> | <b>R 5 865,00</b>  | <b>R 3 018,75</b> | <b>R 3 450,00</b> | <b>R 8 625,00</b>  | <b>R 4 108,83</b> | <b>R 28 580,45</b>    |
| <b>Subsidized Housing (30-40 units/ha)</b>  |              | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 3 400,00         | R 1 750,00        | R 2 000,00        | R 6 521,74         | R 1 489,30        | R 15 675,75           |
| 15%                                         | Vat          | R 510,00           | R 262,50          | R 300,00          | R 978,26           | R 223,40          | R 2 351,36            |
|                                             | <b>Total</b> | <b>R 3 910,00</b>  | <b>R 2 012,50</b> | <b>R 2 300,00</b> | <b>R 7 500,00</b>  | <b>R 1 712,70</b> | <b>R 18 027,11</b>    |
|                                             |              |                    |                   |                   |                    |                   |                       |
| <b>Commercial: Retail</b>                   |              | <b>Per KVA</b>     | <b>Per KVA</b>    | <b>Per KVA</b>    | <b>Per KVA</b>     | <b>Per KVA</b>    | <b>Per KVA</b>        |

|                            |              |                   |                   |                   |                   |                 |                    |
|----------------------------|--------------|-------------------|-------------------|-------------------|-------------------|-----------------|--------------------|
|                            | KVA          | R 3 400,00        | R 1 750,00        | R 2 000,00        | R 5 000,00        | R 539,70        | R 14 726,14        |
| <b>15%</b>                 | <b>Vat</b>   | R 510,00          | R 262,50          | R 300,00          | R 750,00          | R 80,95         | R 2 208,92         |
|                            | <b>Total</b> | <b>R 3 910,00</b> | <b>R 2 012,50</b> | <b>R 2 300,00</b> | <b>R 5 750,00</b> | <b>R 620,65</b> | <b>R 16 935,07</b> |
| <b>Commercial: Offices</b> |              | <b>Per KVA</b>    | <b>Per KVA</b>    | <b>Per KVA</b>    | <b>Per KVA</b>    | <b>Per KVA</b>  | <b>Per KVA</b>     |
|                            | KVA          | R 3 400,00        | R 1 750,00        | R 2 000,00        | R 5 000,00        | R 539,70        | R 14 726,14        |
| <b>15%</b>                 | <b>Vat</b>   | R 510,00          | R 262,50          | R 300,00          | R 750,00          | R 80,95         | R 2 208,92         |
|                            | <b>Total</b> | <b>R 3 910,00</b> | <b>R 2 012,50</b> | <b>R 2 300,00</b> | <b>R 5 750,00</b> | <b>R 620,65</b> | <b>R 16 935,07</b> |
| <b>Industrial</b>          |              | <b>Per KVA</b>    | <b>Per KVA</b>    | <b>Per KVA</b>    | <b>Per KVA</b>    | <b>Per KVA</b>  | <b>Per KVA</b>     |
|                            | KVA          | R 3 400,00        | R 1 750,00        | R 2 000,00        | R 5 000,00        | R 539,70        | R 14 726,14        |
| <b>15%</b>                 | <b>Vat</b>   | R 510,00          | R 262,50          | R 300,00          | R 750,00          | R 80,95         | R 2 208,92         |
|                            | <b>Total</b> | <b>R 3 910,00</b> | <b>R 2 012,50</b> | <b>R 2 300,00</b> | <b>R 5 750,00</b> | <b>R 620,65</b> | <b>R 16 935,07</b> |

\* Bulk cost for De Hoop Substation used

\*\* Bulk Cost for Upgrade of 2nd line to Moorreesburg substation used

\*\*\* Buk Cost for Eskom Upgrade at Darling based on Estimates

\*\*\*\* Bulk Cost for Eskom upgrade at Yzerfontein Sub based on estimates

# 2023/2024 "Brownfields" Development Charges for Electricity

## Annexure B

### PROPOSED BROWNFIELDS DEVELOPMENT CHARGES (DC'S) FOR ELECTRICITY

| Land-use                                    | Cost per     | Malmesbury        | Moorreesburg      | Darling           | Yzerfontein        | Ongegund          | Total for Electricity |
|---------------------------------------------|--------------|-------------------|-------------------|-------------------|--------------------|-------------------|-----------------------|
|                                             |              |                   |                   |                   |                    |                   |                       |
| <b>Residential: Low (4 units/ha)</b>        |              | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 4 017,40        | R 4 017,40        | R 4 017,40        | R 9 603,60         | R 2 677,90        | R 24 333,70           |
| 15%                                         | Vat          | R 602,61          | R 602,61          | R 602,61          | R 1 440,54         | R 401,68          | R 3 650,05            |
|                                             | <b>Total</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 11 044,14</b> | <b>R 3 079,58</b> | <b>R 27 983,75</b>    |
| <b>Residential: Single (15 units/ha)</b>    |              | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 4 017,40        | R 4 017,40        | R 4 017,40        | R 9 603,60         | R 2 677,90        | R 24 333,70           |
| 15%                                         | Vat          | R 602,61          | R 602,61          | R 602,61          | R 1 440,54         | R 401,68          | R 3 650,05            |
|                                             | <b>Total</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 11 044,14</b> | <b>R 3 079,58</b> | <b>R 27 983,75</b>    |
| <b>Residential: Medium (20-25 units/ha)</b> |              | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 4 017,40        | R 4 017,40        | R 4 017,40        | R 9 603,60         | R 2 677,90        | R 24 333,70           |
| 15%                                         | Vat          | R 602,61          | R 602,61          | R 602,61          | R 1 440,54         | R 401,68          | R 3 650,05            |
|                                             | <b>Total</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 11 044,14</b> | <b>R 3 079,58</b> | <b>R 27 983,75</b>    |
| <b>Residential: High (30-60 units/ha)</b>   |              | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 4 017,40        | R 4 017,40        | R 4 017,40        | R 9 603,60         | R 2 677,90        | R 24 333,70           |
| 15%                                         | Vat          | R 602,61          | R 602,61          | R 602,61          | R 1 440,54         | R 401,68          | R 3 650,05            |
|                                             | <b>Total</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 11 044,14</b> | <b>R 3 079,58</b> | <b>R 27 983,75</b>    |
| <b>Affordable Housing (30-40 units/ha)</b>  |              | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 4 017,40        | R 4 017,40        | R 4 017,40        | R 9 603,60         | R 1 338,95        | R 22 994,75           |
| 15%                                         | Vat          | R 602,61          | R 602,61          | R 602,61          | R 1 440,54         | R 200,84          | R 3 449,21            |
|                                             | <b>Total</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 11 044,14</b> | <b>R 1 539,79</b> | <b>R 26 443,96</b>    |
| <b>Subsidized Housing (30-40 units/ha)</b>  |              | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>   | <b>Per Unit</b>    | <b>Per Unit</b>   | <b>Per Unit</b>       |
|                                             | Unit         | R 4 017,40        | R 4 017,40        | R 4 017,40        | R 9 603,60         | R 1 338,95        | R 22 994,75           |
| 15%                                         | Vat          | R 602,61          | R 602,61          | R 602,61          | R 1 440,54         | R 200,84          | R 3 449,21            |
|                                             | <b>Total</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 4 620,01</b> | <b>R 11 044,14</b> | <b>R 1 539,79</b> | <b>R 26 443,96</b>    |
|                                             |              |                   |                   |                   |                    |                   |                       |

|                            |                |                 |                 |                 |                 |                 |                   |
|----------------------------|----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------|
| <b>Commercial: Retail</b>  |                | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>    |
|                            | KVA            | R 809,71        | R 809,71        | R 809,71        | R 809,71        | R 539,70        | R 3 778,55        |
|                            | <b>15% Vat</b> | R 121,46        | R 121,46        | R 121,46        | R 121,46        | R 80,95         | R 566,78          |
|                            | <b>Total</b>   | <b>R 931,17</b> | <b>R 931,17</b> | <b>R 931,17</b> | <b>R 931,17</b> | <b>R 620,65</b> | <b>R 4 345,33</b> |
| <b>Commercial: Offices</b> |                | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>    |
|                            | KVA            | R 809,71        | R 809,71        | R 809,71        | R 809,71        | R 539,70        | R 3 778,55        |
|                            | <b>15% Vat</b> | R 121,46        | R 121,46        | R 121,46        | R 121,46        | R 80,95         | R 566,78          |
|                            | <b>Total</b>   | <b>R 931,17</b> | <b>R 931,17</b> | <b>R 931,17</b> | <b>R 931,17</b> | <b>R 620,65</b> | <b>R 4 345,33</b> |
| <b>Industrial</b>          |                | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>  | <b>Per KVA</b>    |
|                            | KVA            | R 809,71        | R 809,71        | R 809,71        | R 809,71        | R 539,70        | R 3 778,55        |
|                            | <b>15% Vat</b> | R 121,46        | R 121,46        | R 121,46        | R 121,46        | R 80,95         | R 566,78          |
|                            | <b>Total</b>   | <b>R 931,17</b> | <b>R 931,17</b> | <b>R 931,17</b> | <b>R 931,17</b> | <b>R 620,65</b> | <b>R 4 345,33</b> |

| Development Charges Categories(Water)  |                       | Water Demand | Malm, Abb, Riv, Chats, Kalb | Darling  | Moor, Koringb | R-Kast, R-Wes, Ongegund | Yzerf   | Swartland average | Swartland Bulk |
|----------------------------------------|-----------------------|--------------|-----------------------------|----------|---------------|-------------------------|---------|-------------------|----------------|
| Land Use                               | Demand Unit           |              |                             |          |               |                         |         |                   |                |
| Residential                            |                       |              |                             |          |               |                         |         |                   |                |
| Base unit water demand of 1 000ℓ/d     |                       | 1000 ℓ/d     | R 13 266                    | R 15 853 | R 8 768       | R 22 282                | R 2 145 | R 13 066          | R 23 616       |
| Single Residential >1000m <sup>2</sup> | Dwelling              | 1250 ℓ/d     | R 16 583                    | R 19 816 | R 10 960      | R 27 853                | R 2 681 | R 16 333          | R 29 520       |
| Single Residential >650m <sup>2</sup>  | Dwelling              | 800 ℓ/d      | R 10 613                    | R 12 682 | R 7 014       | R 17 826                | R 1 716 | R 10 453          | R 18 893       |
| Single Residential >350m <sup>2</sup>  | Dwelling              | 600 ℓ/d      | R 7 960                     | R 9 512  | R 5 261       | R 13 369                | R 1 287 | R 7 840           | R 14 170       |
| Single Residential <350m <sup>2</sup>  | Dwelling              | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| General Residential >650m <sup>2</sup> | Dwelling              | 800 ℓ/d      | R 10 613                    | R 12 682 | R 7 014       | R 17 826                | R 1 716 | R 10 453          | R 18 893       |
| General Residential >200m <sup>2</sup> | Dwelling              | 600 ℓ/d      | R 7 960                     | R 9 512  | R 5 261       | R 13 369                | R 1 287 | R 7 840           | R 14 170       |
| General Residential <200m <sup>2</sup> | Dwelling              | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| General Residential: Flat              | Unit                  | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| Second/Additional Dwelling             | Dwelling              | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| Accommodation Establishments           |                       |              |                             |          |               |                         |         |                   |                |
| Guest House                            | Room                  | 250 ℓ/d      | R 3 317                     | R 3 963  | R 2 192       | R 5 571                 | R 536   | R 3 267           | R 5 904        |
| Boarding                               | Learner               | 100 ℓ/d      | R 1 327                     | R 1 585  | R 877         | R 2 228                 | R 215   | R 1 307           | R 2 362        |
| Business                               |                       |              |                             |          |               |                         |         |                   |                |
| Commercial: Retail                     | 100m <sup>2</sup> GLA | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| Commercial: Offices                    | 100m <sup>2</sup> GLA | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| Commercial: Business                   | 100m <sup>2</sup> GLA | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| Industrial                             |                       |              |                             |          |               |                         |         |                   |                |
| General Industrial                     | 100m <sup>2</sup> GLA | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| Light Industrial                       | 100m <sup>2</sup> GLA | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| Community Facilities                   |                       |              |                             |          |               |                         |         |                   |                |
| Education                              | Learner               | 20 ℓ/d       | R 265                       | R 317    | R 175         | R 446                   | R 43    | R 261             | R 472          |
| Care/medical facility                  | Bed                   | 60 ℓ/d       | R 796                       | R 951    | R 526         | R 1 337                 | R 129   | R 784             | R 1 417        |
| Institutional/Authority                | 100m <sup>2</sup> GLA | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |
| Place of assembly                      | 100m <sup>2</sup> GLA | 400 ℓ/d      | R 5 306                     | R 6 341  | R 3 507       | R 8 913                 | R 858   | R 5 226           | R 9 446        |

**NOTE:** 15% VAT to be added to the tariffs

| Development Charges Categories(Sewer)   |                       | Water Demand | Factor | Sewer Flow | Malm, Abb, Riv, Chats, Kalb |          | Darling  |          | Moor, Koringb |          | R-Kast, R-Wes, Ongegund |          | Yzerfontein |          | Swartland average | Swartland average |
|-----------------------------------------|-----------------------|--------------|--------|------------|-----------------------------|----------|----------|----------|---------------|----------|-------------------------|----------|-------------|----------|-------------------|-------------------|
| Land Use                                | Demand Unit           |              |        |            | Retic                       | WWTW     | Retic    | WWTW     | Retic         | WWTW     | Retic                   | WWTW     | Retic       | WWTW     | Retic             | WWTW              |
| <b>Residential</b>                      |                       |              |        |            |                             |          |          |          |               |          |                         |          |             |          |                   |                   |
| <b>Base unit sewer flow of 1 000ℓ/d</b> |                       | 1000 ℓ/d     | 1      | 1000 ℓ/d   | R 10 312                    | R 11 179 | R 13 624 | R 29 547 | R 8 768       | R 26 331 | R 23 201                | R 31 199 | R 13 441    | R 32 615 | R 13 869          | R 26 174          |
| Single Residential >1000m <sup>2</sup>  | Dwelling              | 1250 ℓ/d     | 0,55   | 687,5 ℓ/d  | R 7 090                     | R 7 686  | R 9 367  | R 20 314 | R 20 314      | R 18 103 | R 15 951                | R 21 449 | R 9 241     | R 22 423 | R 9 535           | R 17 995          |
| Single Residential >650m <sup>2</sup>   | Dwelling              | 800 ℓ/d      | 0,55   | 440 ℓ/d    | R 4 537                     | R 4 919  | R 5 995  | R 13 001 | R 3 858       | R 11 586 | R 10 208                | R 13 728 | R 5 914     | R 14 351 | R 6 102           | R 11 517          |
| Single Residential >350m <sup>2</sup>   | Dwelling              | 600 ℓ/d      | 0,7    | 420 ℓ/d    | R 4 331                     | R 4 695  | R 5 722  | R 12 410 | R 3 683       | R 11 059 | R 9 744                 | R 13 104 | R 5 645     | R 13 698 | R 5 825           | R 10 993          |
| Single Residential <350m <sup>2</sup>   | Dwelling              | 400 ℓ/d      | 0,7    | 280 ℓ/d    | R 2 887                     | R 3 130  | R 3 815  | R 8 273  | R 2 455       | R 7 373  | R 6 496                 | R 8 736  | R 3 763     | R 9 132  | R 3 883           | R 7 329           |
| General Residential >650m <sup>2</sup>  | Dwelling              | 800 ℓ/d      | 0,7    | 560 ℓ/d    | R 5 775                     | R 6 260  | R 7 629  | R 16 546 | R 4 910       | R 14 745 | R 12 993                | R 17 471 | R 7 527     | R 18 264 | R 7 767           | R 14 658          |
| General Residential >200m <sup>2</sup>  | Dwelling              | 600 ℓ/d      | 0,7    | 420 ℓ/d    | R 4 331                     | R 4 695  | R 5 722  | R 12 410 | R 3 683       | R 11 059 | R 9 744                 | R 13 104 | R 5 645     | R 13 698 | R 5 825           | R 10 993          |
| General Residential <200m <sup>2</sup>  | Dwelling              | 400 ℓ/d      | 0,8    | 320 ℓ/d    | R 3 300                     | R 3 577  | R 4 360  | R 9 455  | R 2 806       | R 8 426  | R 7 424                 | R 9 984  | R 4 301     | R 10 437 | R 4 438           | R 8 376           |
| General Residential: Flat               | Unit                  | 400 ℓ/d      | 0,8    | 320 ℓ/d    | R 3 300                     | R 3 577  | R 4 360  | R 9 455  | R 2 806       | R 8 426  | R 7 424                 | R 9 984  | R 4 301     | R 10 437 | R 4 438           | R 8 376           |
| Second/Additional Dwelling              | Dwelling              | 400 ℓ/d      | 0,8    | 320 ℓ/d    | R 3 300                     | R 3 577  | R 4 360  | R 9 455  | R 2 806       | R 8 426  | R 7 424                 | R 9 984  | R 4 301     | R 10 437 | R 4 438           | R 8 376           |
| <b>Accommodation Establishments</b>     |                       |              |        |            |                             |          |          |          |               |          |                         |          |             |          |                   |                   |
| Guest House                             | Room                  | 250 ℓ/d      | 0,8    | 200 ℓ/d    | R 2 062                     | R 2 236  | R 2 725  | R 5 909  | R 1 754       | R 5 266  | R 4 640                 | R 6 240  | R 2 688     | R 6 523  | R 2 774           | R 5 235           |
| Boarding                                | Learner               | 100 ℓ/d      | 0,8    | 80 ℓ/d     | R 825                       | R 894    | R 1 090  | R 2 364  | R 701         | R 2 106  | R 1 856                 | R 2 496  | R 1 075     | R 2 609  | R 1 110           | R 2 094           |
| <b>Business</b>                         |                       |              |        |            |                             |          |          |          |               |          |                         |          |             |          |                   |                   |
| Commercial: Retail                      | 100m <sup>2</sup> GLA | 400 ℓ/d      | 0,7    | 280 ℓ/d    | R 2 887                     | R 3 130  | R 3 815  | R 8 273  | R 2 455       | R 7 373  | R 6 496                 | R 8 736  | R 3 763     | R 9 132  | R 3 883           | R 7 329           |
| Commercial: Offices                     | 100m <sup>2</sup> GLA | 400 ℓ/d      | 0,8    | 320 ℓ/d    | R 3 300                     | R 3 577  | R 4 360  | R 9 455  | R 2 806       | R 8 426  | R 7 424                 | R 9 984  | R 4 301     | R 10 437 | R 4 438           | R 8 376           |
| Commercial: Business                    | 100m <sup>2</sup> GLA | 400 ℓ/d      | 0,7    | 280 ℓ/d    | R 2 887                     | R 3 130  | R 3 815  | R 8 273  | R 2 455       | R 7 373  | R 6 496                 | R 8 736  | R 3 763     | R 9 132  | R 3 883           | R 7 329           |
| <b>Industrial</b>                       |                       |              |        |            |                             |          |          |          |               |          |                         |          |             |          |                   |                   |
| General Industrial                      | 100m <sup>2</sup> GLA | 400 ℓ/d      | 0,6    | 240 ℓ/d    | R 2 475                     | R 2 683  | R 3 270  | R 7 091  | R 2 104       | R 6 319  | R 5 568                 | R 7 488  | R 3 226     | R 7 828  | R 3 329           | R 6 282           |
| Light Industrial                        | 100m <sup>2</sup> GLA | 400 ℓ/d      | 0,6    | 240 ℓ/d    | R 2 475                     | R 2 683  | R 3 270  | R 7 091  | R 2 104       | R 6 319  | R 5 568                 | R 7 488  | R 3 226     | R 7 828  | R 3 329           | R 6 282           |
| <b>Community Facilities</b>             |                       |              |        |            |                             |          |          |          |               |          |                         |          |             |          |                   |                   |
| Education                               | Learner               | 20 ℓ/d       | 0,7    | 14 ℓ/d     | R 144                       | R 157    | R 191    | R 414    | R 123         | R 369    | R 325                   | R 437    | R 188       | R 457    | R 194             | R 366             |
| Care/medical facility                   | Bed                   | 60 ℓ/d       | 0,8    | 48 ℓ/d     | R 495                       | R 537    | R 654    | R 1 418  | R 421         | R 1 264  | R 1 114                 | R 1 498  | R 645       | R 1 566  | R 666             | R 1 256           |
| Institutional/Authority                 | 100m <sup>2</sup> GLA | 400 ℓ/d      | 0,8    | 320 ℓ/d    | R 3 300                     | R 3 577  | R 4 360  | R 9 455  | R 2 806       | R 8 426  | R 7 424                 | R 9 984  | R 4 301     | R 10 437 | R 4 438           | R 8 376           |
| Place of assembly                       | 100m <sup>2</sup> GLA | 400 ℓ/d      | 0,8    | 320 ℓ/d    | R 3 300                     | R 3 577  | R 4 360  | R 9 455  | R 2 806       | R 8 426  | R 7 424                 | R 9 984  | R 4 301     | R 10 437 | R 4 438           | R 8 376           |

**NOTE:** 15% VAT to be added to the tariffs

| Development Charges Categories(Roads)  |                       | Malm, Abb, Riv,<br>Chats, Kalb | Darling  | Moor,<br>Koringb | R-Kasteel | R-Wes    | Yzerf    | Swartland<br>average |
|----------------------------------------|-----------------------|--------------------------------|----------|------------------|-----------|----------|----------|----------------------|
| Land Use                               | Demand Unit           | R/unit                         |          |                  |           |          |          |                      |
| <b>Residential</b>                     |                       |                                |          |                  |           |          |          |                      |
| Single Residential >1000m <sup>2</sup> | Dwelling              | R 18 875                       | R 13 446 | R 13 297         | R 14 591  | R 14 095 | R 11 171 | R 14 246             |
| Single Residential >650m <sup>2</sup>  | Dwelling              | R 18 875                       | R 13 446 | R 13 297         | R 14 591  | R 14 095 | R 11 171 | R 14 246             |
| Single Residential >350m <sup>2</sup>  | Dwelling              | R 16 987                       | R 12 101 | R 11 967         | R 13 132  | R 12 685 | R 10 053 | R 12 821             |
| Single Residential <350m <sup>2</sup>  | Dwelling              | R 16 987                       | R 12 101 | R 11 967         | R 13 132  | R 12 685 | R 10 053 | R 12 821             |
| General Residential >650m <sup>2</sup> | Dwelling              | R 15 950                       | R 11 911 | R 11 237         | R 12 331  | R 11 911 | R 9 440  | R 12 130             |
| General Residential >200m <sup>2</sup> | Dwelling              | R 15 053                       | R 11 240 | R 10 604         | R 11 637  | R 11 240 | R 8 909  | R 11 447             |
| General Residential <200m <sup>2</sup> | Dwelling              | R 9 485                        | R 8 809  | R 8 311          | R 9 120   | R 8 809  | R 6 982  | R 8 586              |
| General Residential: Flat              | Unit                  | R 10 381                       | R 7 111  | R 7 032          | R 7 717   | R 7 454  | R 5 907  | R 7 600              |
| Second/Additional Dwelling             | Dwelling              | R 10 381                       | R 7 111  | R 7 032          | R 7 717   | R 7 454  | R 5 907  | R 7 600              |
| <b>Accommodation Establishments</b>    |                       |                                |          |                  |           |          |          |                      |
| Guest House                            | Room                  | R 5 023                        | R 3 929  | R 3 941          | R 5 014   | R 3 760  | R 1 818  | R 3 914              |
| Boarding                               | Learner               | R 4 465                        | R 621    | R 1 752          | R 792     | R 594    | R 287    | R 1 419              |
| <b>Business</b>                        |                       |                                |          |                  |           |          |          |                      |
| Retail                                 | 100m <sup>2</sup> GLA | R 38 100                       | R 27 900 | R 28 000         | R 35 600  | R 19 100 | R 12 900 | R 26 933             |
| Offices                                | 100m <sup>2</sup> GLA | R 25 800                       | R 16 200 | R 16 200         | R 16 500  | R 12 400 | R 7 500  | R 15 767             |
| General Business                       | 100m <sup>2</sup> GLA | R 21 400                       | R 16 700 | R 16 800         | R 21 400  | R 11 400 | R 7 700  | R 15 900             |
| Service Station                        | 100m <sup>2</sup> GLA | R 111 600                      | R 87 300 | R 87 600         | R 111 400 | R 83 600 | R 40 400 | R 86 983             |
| <b>Industrial</b>                      |                       |                                |          |                  |           |          |          |                      |
| General Industrial                     | 100m <sup>2</sup> GLA | R 3 600                        | R 2 800  | R 2 800          | R 3 600   | R 2 700  | R 1 300  | R 2 800              |
| Light Industrial                       | 100m <sup>2</sup> GLA | R 13 400                       | R 8 400  | R 8 400          | R 10 700  | R 8 000  | R 3 900  | R 8 800              |
| <b>Community Facilities</b>            |                       |                                |          |                  |           |          |          |                      |
| Education                              | Learner               | R 4 465                        | R 621    | R 1 752          | R 792     | R 594    | R 287    | R 1 419              |
| Care/medical facility                  | Bed                   | R 14 051                       | R 5 495  | R 6 124          | R 7 013   | R 5 259  | R 2 543  | R 6 748              |

**NOTE:** 15% VAT to be added to the tariffs





# Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Korporatiewe Dienste  
8 Mei 2023

2/5/1; 2/5/2  
WYK: n.v.t.

## ITEM 8.5 VAN DIE AGENDA VAN 'N GEWONE RAADSVERGADERING WAT GEHOU SAL WORD OP 25 MEI 2023

|                                      |                                                                                        |
|--------------------------------------|----------------------------------------------------------------------------------------|
| <b>ONDERWERP:</b><br><b>SUBJECT:</b> | <b>HERSIENING VAN STELSEL VAN DELEGASIE</b><br><b>REVISION OF SYSTEM OF DELEGATION</b> |
|--------------------------------------|----------------------------------------------------------------------------------------|

### 1. BACKGROUND

- 1.1 Section 59 of the Municipal Systems Act, 2000 determines that a municipal council must develop a system of delegation (SoD) that will maximize administrative and operational efficiency and provide for adequate checks and balances.
- 1.2 In terms of the same section, such delegations and instructions must be reviewed when a new council is elected, as was the case at the first meeting of this (the 5<sup>th</sup>) municipal council that was held on 16 November 2021.
- 1.3 The SoD is not a static document, and amendments/additions to same are made continuously in consultation with Council, who has the prerogative to withdraw, amend or determine additional conditions. Revisions to the SoD are submitted in Council during May annually.
- 1.4 The 1<sup>st</sup> revision to the SoD was submitted in Council during May 2022. Amendments to be made to the SoD as per the 2<sup>nd</sup> revision by the 5<sup>th</sup> Council, are explained below with reference to the respective annexures hereto.
- 1.5 In addition to the changes dealt with below, amendments were made (1) to align designations in terms of the amended staff structure that was approved by the Council in January 2023, and (2) to allow for the names of new incumbents on the document to be signed off. These amendments can be seen on the complete SoD which is distributed separately as an electronic copy. A hard copy of the full document is available on request.
- 1.6 In terms of the Municipal Manager's SoD, the Director: Corporate Services has the authority to submit reports to Council on existing delegations and to make recommendations on possible changes via the Executive Mayoral Committee.
- 1.7 The revised System of Delegations was tabled to the Executive Mayoral Committee on 17 May 2023.

### 2. 2<sup>nd</sup> REVISION

- 2.1 The 2<sup>nd</sup> revision of the SoD entails the following:

- 2.1.1 **Amendments to Part 2.4.1B: Delegation by Council as Delegating Authority – Powers and Functions delegated to Municipal Manager**

**Annexure A** provides for the inclusion of delegation C-MM/DBRP1 to authorize the Municipal Manager to assess risks and to determine whether a data breach, when it occurs, is reportable to the Information Regulator in terms of the Protection of Personal Information Act, Act 4 of 2013 (POPI Act).

In this instance, the Executive Mayoral Committee approved a Personal Data Breach Response Plan with effect from 16 November 2022, in terms of the said act.

2.1.2 **Amendments to Part 2.4.3B: Delegation by Council as Delegating Authority – Powers and functions delegated to the Chief Financial Officer**

**Annexure B** provides for the authorization of the Chief Financial Officer to stop/reject payments in process on the Municipality's behalf (C-CFO/F.12), and includes changes to annexure F.1 and F.2 that relates to Financial Transactions.

2.1.3 **Amendments to Part 2.4.4: Delegation by Council as Delegating Authority - Powers and functions delegated to the Director: Corporate Services**

**Annexure C** reflects the deletion of functions in terms of the Contract Administration Policy, which policy was repealed and replaced with a new Contract Management Policy, approved by the Executive Mayoral Committee with effect from 1 October 2022. The powers and functions allocated to the Municipal Manager in terms of same, are now included in the Municipal Manager's System of Delegation, as dealt with below.

2.1.4 **Amendments to Par 4.2: Delegation by Municipal Manager as Delegating Authority –**

Powers and functions delegated by the Municipal Manager in terms of the new Contract Management Policy as approved from 1 October 2022, are included under Contract Management, i.e. MM-/DCS/CMP1 to MM-AD/CMP9 as per **Annexure D**.

These amendments are only to be taken cognizance of by Council, since it pertains to the Municipal Manager's SoD, and not that of Council.

2.1.5 **Amendments to Part 4.2: Delegation by Municipal Manager as Delegating Authority –**

The delegations of powers and functions arising from the Electricity Distribution: Embedded Generation Policy approved by the Executive Mayoral Committee with effect from 19 April 2023, are reflected on **Annexure E** hereto.

These amendments are only to be taken cognizance of by Council, since it pertains to the Municipal Manager's SoD, and not that of Council.

2.1.6 **Amendments to Part 4.2: Delegation by Municipal Manager as Delegating Authority –**

The Staff Regulations that came into effect on 1 July 2022 require the revision of all Human Resources Policies.

The SoD of the Municipal Manager has been amended to provide (1) for changes to the Recruitment and Selection Policy as well as the Scarce Skills Policy, and (2) for the inclusion of delegations in terms of new policies, i.e. the Probationary Period Policy, the Relocation Assistance Policy and the Retention Policy, as per **Annexure F** hereto. These amendments and new policies were all approved by the Executive Mayoral Committee, following consultation with the trade unions.

These amendments are only to be taken cognizance of by Council, since it pertains to the Municipal Manager's SoD, and not that of Council.

2.1.7 **Amendments to Part 5.1: Delegation by Chief Financial Officer as Delegating Authority -**

The CFO's SoD was amended to make provision for delegations in terms of the new Insurance Management Policy, effective 1 July 2023. Refer **Annexure G** in this regard.

These amendments are only to be taken cognizance of by Council, since it pertains to the CFO's SoD, and not that of Council.

**3. FINANCIAL IMPLICATION**

Not applicable

**4. ALIGNMENT TO THE IDP**

Maintaining the System of Delegation can be indirectly be linked to Strategic Goal 4 (Caring, competent and responsive institutions, organisations and business) in the 2017-2023 IDP.

**5. RECOMMENDATION**

- (a) That the amendments to Council's System of Delegation (2<sup>nd</sup> Revision) as per Annexures A to C be approved, and cognizance be taken of the amendments to the delegation systems of the Municipal Manager and Chief Financial Officer as per Annexures D to G;
- (b) That cognizance be taken that no amendments were effected to the Section 53 Role Demarcation of political structures, political office bearers and the Municipal Manager, which document forms part of the System of Delegation.

**AANBEVELING**

- (a) Dat die wysiging tot die Raad se Stelsel van Delegasie (2<sup>de</sup> Hersiening) soos vervat in Aanhangsels A tot C goedgekeur word, en kennis geneem word van die wysigings aan die Munisipale Bestuurder en Hoof Finansiële Beamppte se delegasiestelsels soos vervat in Aanhangsels D tot G;
- (b) Dat kennis geneem word dat geen wysigings aangebring is aan die Artikel 53 Roluitklaring vir politieke strukture, politieke ampsbekleërs en die Munisipale Bestuurder nie, welke dokument deel uitmaak van die Stelsel van Delegasie.

(get) M S Terblanche

**DIREKTEUR: KORPORATIEWE DIENSTE**

mst/raadsitems,SM5/Mei 2023/Delegations\_May 2023

## 2.4 – POWERS AND FUNCTIONS DELEGATED TO STAFF MEMBERS

### 2.4.1B POWERS AND FUNCTIONS DELEGATED TO THE MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| ITEM NUMBER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | REFERENCE                     | CRYPTIC DESCRIPTION OF POWER OR DUTY                                                                           | RESPONSIBILITY | DELEGATED TO      | SUB-DELEGATED TO | CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------------------------------------------------------------------------------------------|----------------|-------------------|------------------|-------------------------------------------------|
| <b>HUMAN RESOURCES &amp; LABOUR RELATIONS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                               |                                                                                                                |                |                   |                  |                                                 |
| <p>Read with Council Delegation to Municipal Manager (refer C-MM/MSA2 of this System of Delegation) in terms of which responsibilities under section 67 of the Systems Act are delegated to the Municipal Manager, the responsibility to ensure compliance on the Municipality's behalf with all legislation, collective agreements, staff policies, standing orders and Council resolutions pertaining to human resources and labour relations is hereby conferred on the Municipal Manager, with the power to delegate and where necessary to sub-delegate any duties or functions in terms of such legislation, collective agreements, staff policies, standing orders and Council resolutions, and in addition to the items listed below.</p> <p>Also see Part 4 of this System of Delegation, i.e. Delegation by Municipal Manager.</p> |                               |                                                                                                                |                |                   |                  |                                                 |
| <b>Policies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |                                                                                                                |                |                   |                  |                                                 |
| <b>Study bursary policy (internal) (SBP)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                               |                                                                                                                |                |                   |                  |                                                 |
| C-MM/HR5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Council Resolution 09/11/2011 | Power to consider moratorium on the payment of study bursaries, based on financial sustainability requirements | Council        | Municipal Manager |                  |                                                 |
| <b>INFORMATION MANAGEMENT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                               |                                                                                                                |                |                   |                  |                                                 |
| <b>IT policy</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                               |                                                                                                                |                |                   |                  |                                                 |
| C-MM/IT1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Council Resolution 23/01/2002 | To approve user applications for internet, file access and applications                                        | Council        | Municipal Manager |                  | Also see Delegation to All Directors            |
| <b>Personal Data Breach Response Plan</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                               |                                                                                                                |                |                   |                  |                                                 |
| C-MM/DBRP1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Para 3 & 5, DBRP              | To assess risks and to determine whether a data breach is reportable to the Information Regulator (IR)         | Council        | Municipal Manager |                  | Senior Manager: ICT & senior managers to assist |

| SIGNED ON BEHALF OF COUNCIL (DELEGATOR)   |  | ACCEPTANCE BY DELEGATEE/S         |          |
|-------------------------------------------|--|-----------------------------------|----------|
| Executive Mayor,<br>Alderman J H Cleophas |  | Municipal Manager,<br>J J Scholtz | May 2023 |
| Speaker,<br>Alderman M A Rangasamy        |  |                                   |          |

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### 2.4.3B - POWERS AND FUNCTIONS DELEGATED TO THE CHIEF FINANCIAL OFFICER (DIRECTOR FINANCIAL SERVICES) IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| ITEM NUMBER    | REFERENCE                                                                                 | CRYPTIC DESCRIPTION OF POWER OR DUTY                                           | RESPONSIBILITY                                                                  | DELEGATED TO            | SUB-DELEGATED TO                                                          | CONDITIONS/LIMITATIONS/INSTRUCTION TO ASSIST                                                          |
|----------------|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------------------|---------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| C-CFO/<br>F.6  | Council Resolution dd 17/02/2010, as amended from time to time i.r.o. Annexures F.1 & F.2 | To do bank statement enquiries on the Municipality's behalf                    | Council                                                                         | Chief Financial Officer | Any one of the authorised officials listed in either annexures F.1 or F.2 |                                                                                                       |
| C-CFO/<br>F.7  | Council Resolution dd 17/02/2010, as amended from time to time i.r.o. Annexures F.1 & F.2 | To download account information                                                | Council                                                                         | Chief Financial Officer | Any one of the authorised officials listed in either annexures F.1 or F.2 |                                                                                                       |
| (F.8)          | Section 60(2), Systems Act                                                                | To do/authorise investments on the municipality's behalf                       | See Council Delegation to Municipal Manager / May not be sub-delegated          |                         |                                                                           | See C-MM/MSA5                                                                                         |
| C-CFO/<br>F.9  | Council Resolution dd 17/02/2010, as amended from time to time i.r.o. Annexures F.1 & F.2 | To sign bank guarantees                                                        | Council                                                                         | Chief Financial Officer |                                                                           |                                                                                                       |
| C-CFO/<br>F.10 | Council Resolution dd 17/02/2010, as amended from time to time i.r.o. Annexures F.1 & F.2 | Signing of leases and related hire purchase contracts                          | Council                                                                         | Chief Financial Officer | May not be sub-delegated                                                  | Also see Delegation to Municipal Manager & to Director: Corporate Services / May not be sub-delegated |
| (F.11)         | General – Refer Annexure F.1                                                              | Signing of indemnity regarding transfer of money to local and foreign accounts | See Council Delegation to Municipal Manager and to Director: Corporate Services |                         |                                                                           | May not be sub-delegated                                                                              |
| C-CFO/<br>F.12 | General                                                                                   | To Stop/Reject payments in process on the Municipality's behalf                | Council                                                                         | Chief Financial Officer |                                                                           | Any one of the authorised officials listed in either annexures F.1 or F.2                             |

#### VENDOR SERVICES

|                |                               |                                                                                                                                                                          |         |                         |  |  |
|----------------|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------------------|--|--|
| C-CFO-<br>VEN1 | Council Resolution 12/09/2013 | To calculate and determine on an annual basis, the commission payable to vendors acting on Council's behalf, based on the average CPIX of the preceding year ending June | Council | Chief Financial Officer |  |  |
|----------------|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------------------|--|--|

#### SIGNED ON BEHALF OF COUNCIL (DELEGATOR)

#### ACCEPTANCE BY DELEGATEE/S

Executive Mayor,  
Alderman J H Cleophas

Chief Financial Officer,  
M A C Bolton

May 2023

Speaker,  
Alderman M A Rangasamy

**FINANCIAL MATTERS: FINANCIAL TRANSACTIONS**  
**ANNEXURE F.1 (CATEGORY A)**

|                                                                                                                                                            | Item F.1 | Item F.2 | Item F.3 | Item F.4 | Item F.5 | Item F.6 | Item F.7 | Item F.8 | Item F.9 | Item F.10 | Item F.11 | Item F.12 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|-----------|-----------|
| Municipal Manager                                                                                                                                          | X        | X        | X        | X        | X        | X        | X        | √        | √        | √         | √         | X         |
| Chief Financial Officer                                                                                                                                    | √        | √        | √        | √        | √        | √        | √        | X        | √        | √         | X         | √         |
| Director: Corporate Services                                                                                                                               | X        | X        | X        | X        | X        | X        | X        | X        | X        | X         | √         | X         |
| Senior Manager: <del>Treasury,</del><br><del>Financial Reporting &amp;</del><br><del>Financial systems</del> Financial<br>Statements & Asset<br>Management | √        | √        | √        | √        | √        | √        | √        | X        | X        | X         | X         | √         |
| Senior Manager: Budget<br><del>Office and Costing and</del><br><del>Reporting</del>                                                                        | √        | √        | √        | √        | X        | X        | X        | X        | X        | X         | X         | √         |
| Senior Manager: Supply<br>Chain Management                                                                                                                 | √        | √        | √        | √        | X        | X        | X        | X        | X        | X         | X         | √         |
| Senior Manager: Treasury<br>(Vacant)                                                                                                                       | √        | √        | √        | √        | √        | √        | √        | X        | X        | X         | X         | √         |
| Head: Financial Statements<br>(Vacant)                                                                                                                     | √        | √        | √        | √        | √        | √        | √        | X        | X        | X         | X         | √         |
| Manager: <del>Legal and</del> Credit<br>Control                                                                                                            | √        | √        | √        | √        | X        | X        | X        | X        | X        | X         | X         | √         |
| <del>Head: Revenue</del><br>Manager: Revenue<br>Management                                                                                                 | √        | √        | √        | √        | √        | X        | √        | X        | X        | X         | X         | √         |
| <del>Head: Expenditure</del><br>Manager: Expenditure<br>Management                                                                                         | √        | √        | √        | √        | √        | √        | √        | X        | X        | X         | X         | √         |
| <del>Head: Asset and Fleet</del><br><del>Management</del><br>Manager: Assets, Insurance<br>& Fleet Management                                              | √        | √        | √        | √        | X        | X        | X        | X        | X        | X         | X         | √         |
| Manager: Budget <del>Office</del><br><del>and Costing and Reporting</del>                                                                                  | √        | √        | √        | √        | X        | X        | X        | X        | X        | X         | X         | √         |

## ANNEXURE F.2 (CATEGORY B)

|                                                                                        | Item F.1 | Item F.2 | Item F.3 | Item F.4 | Item F.5 | Item F.6 | Item F.7 | Item F.8 | Item F.9 | Item F.10 | Item F.11 | Item F.12 |
|----------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|-----------|-----------|
| Accountant: Salaries<br>Payroll Management                                             | √        | √        | √        | X        | X        | X        | X        | X        | X        | X         | X         | √         |
| Senior SCM Practitioner:<br>Logistics & Disposals                                      | √        | √        | √        | X        | X        | X        | X        | X        | X        | X         | X         | √         |
| Asset and Fleet<br>Management Officer                                                  | √        | √        | √        | X        | X        | X        | X        | X        | X        | X         | X         | √         |
| Administrator: Property<br>Rates (Vacant)                                              | √        | √        | √        | X        | X        | X        | X        | X        | X        | X         | X         | √         |
| Head: Services<br>Accountant: Billing and<br>Debtor Management                         | √        | √        | √        | X        | X        | X        | X        | X        | X        | X         | X         | √         |
| Controller: Cashiering and<br>Vendor Points<br>Assistant Accountant:<br>Credit Control | √        | √        | √        | X        | X        | X        | X        | X        | X        | X         | X         | √         |
| Accountant: Bank and<br>Expenditure Credit Control                                     | √        | √        | √        | X        | √        | √        | √        | X        | X        | X         | X         | √         |
| Controller: Expenditure                                                                | √        | √        | √        | X        | √        | √        | √        | X        | X        | X         | X         | √         |
| Principal Clerk: Creditors                                                             | √        | √        | √        | X        | √        | √        | √        | X        | X        | X         | X         | √         |
| Controller: Cashiers and<br>Vendor Points                                              | X        | X        | X        | X        | √        | √        | √        | X        | X        | X         | X         | X         |
| Principal Clerk: Cashiers<br>and Vendors                                               | X        | X        | X        | X        | √        | √        | √        | X        | X        | X         | X         | X         |

## 2.4.4 – POWERS AND FUNCTIONS DELEGATED TO DIRECTOR: CORPORATE SERVICES

| ITEM NUMBER                                                                        | REFERENCE                     | CRYPTIC DESCRIPTION OF POWER OR DUTY                                                        | RESPONSIBILITY                                                             | DELEGATED TO                 | SUB-DELEGATED TO                                          | CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST                                        |
|------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|------------------------------|-----------------------------------------------------------|--------------------------------------------------------------------------------------|
| <b>CONTRACT MANAGEMENT</b>                                                         |                               |                                                                                             |                                                                            |                              |                                                           |                                                                                      |
| C-DCS/ CM1                                                                         | General                       | Authority to enter into and sign contracts on the Municipality's behalf                     | Council                                                                    | Director: Corporate Services | Senior Manager: Human Resources Management*               | Also see Council Delegation to Municipal Manager<br>*limited to employment contracts |
| C-DCS/ CM2                                                                         | Council Resolution 09/03/2006 | To accept/reject guarantees/securities submitted by contractors                             | Council                                                                    | Director: Corporate Services |                                                           |                                                                                      |
| <b>Contract management in accordance with Contract Administration Policy (CAP)</b> |                               |                                                                                             |                                                                            |                              |                                                           |                                                                                      |
| C-DCS/ CM3                                                                         | Para 4.2 & 4.3, CAP           | Authority to communicate tenders awarded (above R200 000 (VAT inclusive))                   | Council                                                                    | Director: Corporate Services | Manager: Secretariat & Records Services                   |                                                                                      |
| C-DCS/ CM4                                                                         | Para 7, CAP                   | Authority to enter into and sign formal supply chain contracts on the municipality's behalf | Council                                                                    | Director: Corporate Services |                                                           | Refer Council Delegation to Municipal Manager                                        |
| C-DCS/ CM5                                                                         | Para 8.1 & 9.2, CAP           | Safekeeping and maintenance of contracts/securities                                         | Council                                                                    | Director: Corporate Services | Records Manager (Manager: Secretariat & Records Services) |                                                                                      |
| C-DCS/ CM6                                                                         | Para 8.3, 8.4 & 9.3, CAP      | Monitoring expiring of contracts and lapsing of securities                                  | Council                                                                    | Director: Corporate Services | Records Manager (Manager: Secretariat & Records Services) |                                                                                      |
| N/A                                                                                | Para 11, CAP                  | Authority to approve increases exceeding 15 per cent of original contract value             | Refer Council Delegation to Municipal Manager                              |                              |                                                           |                                                                                      |
| N/A                                                                                | Para 14, CAP                  | Placement of contracts on website                                                           | Refer Delegation by Municipal Manager in terms of Website Placement Policy |                              |                                                           |                                                                                      |

| SIGNED ON BEHALF OF COUNCIL (DELEGATOR)   |  | ACCEPTANCE BY DELEGATEE/S                       |          |
|-------------------------------------------|--|-------------------------------------------------|----------|
| Executive Mayor,<br>Alderman J H Cleophas |  | Director: Corporate Services,<br>M S Terblanche | May 2023 |
| Speaker,<br>Alderman M A Rangasamy        |  |                                                 |          |

## 4.2 DELEGATION BY MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

Acting in terms of section 59(4) of the Systems Act, Council hereby **approves** the following delegation and sub-delegation by the Municipal Manager of powers conferred on him/her in terms of other law (i.e. legislation other than the MFMA), regulation, policy or standing order or Council resolution, to the staff members as specified below, subject to the conditions stipulated in said section 59.

| ITEM NUMBER         | REFERENCE                     | CRYPTIC DESCRIPTION OF POWER OR FUNCTION                                                                  | RESPONSIBILITY/ DELEGATED FROM | DELEGATED TO                 | SUB-DELEGATED TO                                     | CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST                  |
|---------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------|------------------------------------------------------|----------------------------------------------------------------|
| APPEALS             |                               |                                                                                                           |                                |                              |                                                      |                                                                |
| MM-DCS/ MSA3        | Section 62(2), Systems Act    | Submit appeals to appropriate appeal authority                                                            | Municipal Manager              | Director: Corporate Services | Manager: Secretariat and Records Services Management |                                                                |
| MM/ MSA4            | Section 62(4)(a), Systems Act | Deal with appeal against decision of other staff member                                                   | Reserved for Municipal Manager |                              |                                                      | May not be sub-delegated                                       |
| MM-DCS/ APP1        | Para 3, Appeal Policy         | Administration of appeals received in terms of section 62 of Systems Act in accordance with appeal policy | Municipal Manager              | Director: Corporate Services | Manager: Secretariat and Records Services Management |                                                                |
|                     |                               |                                                                                                           |                                |                              |                                                      |                                                                |
| CONTRACT MANAGEMENT |                               |                                                                                                           |                                |                              |                                                      |                                                                |
| MM-DCS/CMP1         | Para 5.2.2 & 5.23, CMP        | Annually review implementation of CMP and submit amendment proposals                                      | Municipal Manager              | Director: Corporate Services |                                                      |                                                                |
|                     | Para 5.3.1, CMP               | Ensure proper enforcement of contracts procured through SCM policy                                        | Refer MM-AD/MFMA92             |                              |                                                      | Delegated to all directors in terms of section 116 of the MFMA |
|                     | Para 5.3.2, CMP               | Monitor on a monthly basis the performance of the contractor                                              | Refer MM-AD/MFMA93             |                              |                                                      |                                                                |

| SIGNED BY DELEGATOR                |  | ACCEPTANCE BY DELEGATEE/S             |          |
|------------------------------------|--|---------------------------------------|----------|
| Accounting Officer,<br>J J Scholtz |  | Corporate Services,<br>M S Terblanche | May 2023 |

#### 4.2 DELEGATION BY MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| ITEM NUMBER  | REFERENCE       | CRYPTIC DESCRIPTION OF POWER OR FUNCTION                                                                                  | RESPONSIBILITY/ DELEGATED FROM | DELEGATED TO                 | SUB-DELEGATED TO                          | CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST |
|--------------|-----------------|---------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------|-------------------------------------------|-----------------------------------------------|
| MM-AD/ CMP2  | Para 5.3.3, CMP | Administrate contracts to ensure effective contract management                                                            | Municipal Manager              | All directors                |                                           |                                               |
| MM-AD/ CMP3  | Para 5.4.1, CMP | Establish capacity for contract implementation and enforcement                                                            | Municipal Manager              | All directors                |                                           | Within respective directorates                |
| MM-AD/ CMP4  | Para 5.4.2, CMP | Responsible/accountable for all contract life cycle activities                                                            | Municipal Manager              | All directors                |                                           | Within respective directorates                |
| MM-AD/ CMP5  | Para 5.4.3, CMP | Assign contract champions to all contracts                                                                                | Municipal Manager              | All directors                |                                           | Within respective directorates                |
| MM-CFO/ CMP6 | Para 8.3.1, CMP | Notify tenderers i.r.o. goods/services procured by SCM unit with value of more than R30 000 up to R200 000 (VAT included) | Municipal Manager              | Chief Financial Officer      | Senior Manager; Supply Chain Management   |                                               |
| MM-DCS/ CMP7 | Para 8.3.2, CMP | Notify tenderers of awards made by bid adjudication committee (confirmed by accounting officer)                           | Municipal Manager              | Director: Corporate Services | Manager; Secretariat & Records Management |                                               |
| MM-AD/ CMP8  | Para 17.5, CMP  | Ensure filing of signed contracts with registry office                                                                    | Municipal Manager              | All directors                |                                           |                                               |
| MM-DCS/ CMP8 | Para 17.7, CMP  | Monitor the expiry of contracts and inform contract owners                                                                | Municipal Manager              | Director: Corporate Services | Manager; Secretariat & Records Management |                                               |
| MM-AD/ CMP9  | Para 18.3, CMP  | Ensure that contract security does not lapse before completion of contract                                                | Municipal Manager              | All directors                |                                           | Within respective directorates                |

| SIGNED BY DELEGATOR                | ACCEPTANCE BY DELEGATEE/S                      |          |
|------------------------------------|------------------------------------------------|----------|
| Accounting Officer,<br>J J Scholtz | Corporate Services,<br>M S Terblanche          | May 2023 |
|                                    | CFO / Financial Services,<br>M A C Bolton      | May 2023 |
|                                    | Protection Services,<br>P A C Humphreys        | May 2023 |
|                                    | Development Services,<br>J S Krieger           | May 2023 |
|                                    | Electrical Engineering Services,<br>M J Möller | May 2023 |
|                                    | Civil Engineering Services,<br>L D Zikmann     | May 2023 |

## 4.2 DELEGATION BY MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| ITEM<br>NUMBER                                              | REFERENCE                        | CRYPTIC DESCRIPTION OF POWER OR<br>FUNCTION                                                                                                          | RESPONSIBILITY/<br>DELEGATED FROM | DELEGATED TO                                    | SUB-DELEGATED TO | CONDITIONS/LIMITATIONS/<br>INSTRUCTION TO ASSIST |
|-------------------------------------------------------------|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-------------------------------------------------|------------------|--------------------------------------------------|
| <b>DELEGATIONS</b>                                          |                                  |                                                                                                                                                      |                                   |                                                 |                  |                                                  |
| MM-DCS/<br>MSAS5                                            | Section 65(1)(a),<br>Systems Act | Submit report to Council on existing<br>delegations;<br>Make recommendations on possible<br>changes                                                  | Municipal<br>Manager              | Director: Corporate<br>Services                 |                  |                                                  |
| <b>ELECTRICITY DISTRIBUTION: EMBEDDED GENERATION POLICY</b> |                                  |                                                                                                                                                      |                                   |                                                 |                  |                                                  |
| MM-DES/<br>EGP1                                             | Para 10.1, EGP                   | To implement and enforce the<br>provisions of the policy and to take<br>the necessary steps to do so                                                 | Municipal<br>Manager              | Director: Electrical<br>Engineering<br>Services |                  |                                                  |
| MM-DES/<br>EGP2                                             | Para 10.2, EGP                   | To report to the mayor on the<br>implementation of the policy, efficacy<br>of tariffs and related mechanisms,<br>resources, processes and procedures | Municipal<br>Manager              | Director: Electrical<br>Engineering<br>Services |                  |                                                  |
| MM-<br>DES/EGP3                                             | Para 10.3, EGP                   | To fulfil the functions, responsibilities<br>and obligations i.t.o. the policy,<br>including appropriate revisions of the<br>requirements document   | Municipal<br>Manager              | Director: Electrical<br>Engineering<br>Services |                  |                                                  |

| <b>SIGNED BY DELEGATOR</b>        |  | <b>ACCEPTANCE BY DELEGATEE/S</b>                         |  |          |
|-----------------------------------|--|----------------------------------------------------------|--|----------|
| Municipal Manager,<br>J J Scholtz |  | Director: Corporate Services,<br>M S Terblanche          |  | May 2023 |
|                                   |  | Director: Electrical Engineering<br>Services, M J Möller |  | May 2023 |

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#### 4.2 DELEGATION BY MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| STANDING ORDER ON COUNCIL RESOLUTION |                                                                |                                                                                                                                                                                                                                                                                    |                                |               |                      |                                               |
|--------------------------------------|----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------|----------------------|-----------------------------------------------|
| ITEM NUMBER                          | REFERENCE                                                      | CRYPTIC DESCRIPTION OF POWER OR FUNCTION                                                                                                                                                                                                                                           | RESPONSIBILITY/ DELEGATED FROM | DELEGATED TO  | SUB-DELEGATED TO     | CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST |
|                                      | Probationary Period Policy (PPP)                               |                                                                                                                                                                                                                                                                                    |                                |               |                      |                                               |
| MM-HRM/ PPP1                         | Para 7, PPP                                                    | To inform the employee within the first two weeks of the employment of the employee's performance requirements and ensure that the employee completes the municipality's induction programme.                                                                                      | Municipal Manager              | All Directors | All Divisional Heads | I.r.o. employees under their control          |
| MM/ TP2                              | Para 10.4, PPP                                                 | To approve the termination of the employee on incapacity after satisfying himself through the reports that the employee's performance was not satisfactory during the probationary period and the employee did not comply with all the conditions of the probationary appointment. | Reserved for Municipal Manager |               |                      | In conjunction with directors                 |
|                                      |                                                                |                                                                                                                                                                                                                                                                                    |                                |               |                      |                                               |
|                                      | Provision of protective and safety apparel to employees (PPSA) |                                                                                                                                                                                                                                                                                    |                                |               |                      |                                               |
| MM- AD/UP1                           | Para 4, PPSA                                                   | Responsible for ensuring strict and consistent application of policy                                                                                                                                                                                                               | Municipal Manager              | All Directors |                      | No deviations allowed                         |
| MM/UP2                               | Para 4, PPSA                                                   | Power to approve amendments to the annexures with regard to Protective and Safety Equipment provided to Employees                                                                                                                                                                  | Reserved for Municipal Manager |               |                      | In consultation with directors                |

| SIGNED BY DELEGATOR               |  | ACCEPTANCE BY DELEGATEE/S                      |          |
|-----------------------------------|--|------------------------------------------------|----------|
| Municipal Manager,<br>J J Scholtz |  | Corporate Services,<br>M S Terblanche          | May 2023 |
|                                   |  | Financial Services,<br>M A C Bolton            | May 2023 |
|                                   |  | Protection Services,<br>P A C Humphreys        | May 2023 |
|                                   |  | Development Services,<br>J S Krieger           | May 2023 |
|                                   |  | Electrical Engineering Services,<br>M J Möller | May 2023 |
|                                   |  | Civil Engineering Services,<br>L D Zikmann     | May 2023 |
|                                   |  |                                                |          |

## 4.2 DELEGATION BY MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| ITEM NUMBER                                                                    | REFERENCE                                                              | CRYPTIC DESCRIPTION OF POWER OR FUNCTION                                                                                                                | RESPONSIBILITY/ DELEGATED FROM                               | DELEGATED TO                                        | SUB-DELEGATED TO | CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST                                                 |
|--------------------------------------------------------------------------------|------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------|------------------|-----------------------------------------------------------------------------------------------|
| <b>Recruitment and selection i.t.o. Recruitment and Selection Policy (RSP)</b> |                                                                        |                                                                                                                                                         |                                                              |                                                     |                  |                                                                                               |
| MM/RS1                                                                         | Para 1 & 5.2.8, RSP<br>Section 55,<br>Systems Act                      | To authorise appointment of personnel                                                                                                                   | Reserved for Municipal Manager                               |                                                     |                  | Successful candidate to be recommended by <del>appointment committee</del> selection panel    |
| MM-AD/<br>RS2                                                                  | Para 1, RSP<br>(read with section 55(1)(e), Systems – See MM 6 – MM 16 | To deviate, in order to meet <i>bona fide</i> organizational or operational requirements, from the provisions of the RSP                                | Municipal Manager                                            | All Directors                                       |                  | In consultation with Senior Manager: Human Resources Services Management and organised labour |
| MM-AD/<br>RS3                                                                  | Para 4.13, RSP                                                         | Responsible to take affirmative action measures and ensuring compliance with the provisions of the Employment Equity Act, 1998                          | Municipal Manager*                                           | All Directors*                                      |                  | I.r.o. their respective directorates                                                          |
| MM/RS4                                                                         | Para 5.1.1, RSP                                                        | To approve a process whereby the need for filling a post is to be assessed                                                                              | Reserved for Municipal Manager, subject to Staff Regulations |                                                     |                  |                                                                                               |
| MM-HRM/<br>RS5                                                                 | Para 5.1.2(f)(d), RSP                                                  | To submit a report to National Treasury regarding the implementation of conditions pertaining to the Municipal Regulations on Minimum Competency Levels | Municipal Manager                                            | Senior Manager: Human Resources Services Management |                  |                                                                                               |

| SIGNED BY DELEGATOR               | ACCEPTANCE BY DELEGATEE/S                                 |          |
|-----------------------------------|-----------------------------------------------------------|----------|
| Municipal Manager,<br>J J Scholtz | Corporate Services,<br>M S Terblanche                     | May 2023 |
|                                   | Financial Services,<br>M A C Bolton                       | May 2023 |
|                                   | Protection Services,<br>P A C Humphreys                   | May 2023 |
|                                   | Development Services,<br>J S Krieger                      | May 2023 |
|                                   | Electrical Engineering Services,<br>M J Möller            | May 2023 |
|                                   | Civil Engineering Services,<br>L D Zikmann                | May 2023 |
|                                   | Senior Manager: Human Resources Management,<br>S de Jongh | May 2023 |

## 4.2 DELEGATION BY MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| ITEM<br>NUMBER                                                                 | REFERENCE                                                                                    | CRYPTIC DESCRIPTION OF POWER OR<br>FUNCTION                                                                                                                        | RESPONSIBILITY/<br>DELEGATED FROM                            | DELEGATED TO                                                            | SUB-DELEGATED TO | CONDITIONS/LIMITATIONS/<br>INSTRUCTION TO ASSIST                                             |
|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|-------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------------------------|
| <b>Recruitment and selection i.t.o. Recruitment and Selection Policy (RSP)</b> |                                                                                              |                                                                                                                                                                    |                                                              |                                                                         |                  |                                                                                              |
| MM-<br>HRM/<br>RS6                                                             | Para 5.1.3, RSP                                                                              | To grant permission for the advertising of a vacant position                                                                                                       | Municipal<br>Manager                                         | Senior Manager:<br>Human Resources<br><del>Services</del><br>Management |                  | Subject to prior approval being obtained from management to fill the post – Refer para 5.1.1 |
| MM/RS7                                                                         | Para 5.1.3(i), RSP                                                                           | To instruct the use of special recruitment strategies to obtain appropriately qualified candidates from designated groups if no adequate applications are received | Reserved for Municipal Manager                               |                                                                         |                  | In consultation with the relevant director and organised labour                              |
| MM/RS8                                                                         | Para 5.2.2(a), RSP                                                                           | To appoint a selection panel for each advertised post to recommend the appointment of a suitable person to the vacant post                                         | Municipal<br>Manager                                         | All Directors*                                                          |                  | i.r.o. employees under their control                                                         |
| MM/RS98                                                                        | Para <del>5.2.2(e) &amp; 5.2.10</del> 5.2.8(i), RSP [read with section 55(1) of Systems Act] | Final authorisation of staff appointments, excluding the appointment of the municipal manager or directors directly accountable to the municipal manager           | Reserved for Municipal Manager                               |                                                                         |                  | On recommendation by <del>appointment</del> selection committee                              |
| <b>SIGNED BY DELEGATOR</b>                                                     |                                                                                              |                                                                                                                                                                    | <b>ACCEPTANCE BY DELEGATEE/S</b>                             |                                                                         |                  |                                                                                              |
| Municipal Manager,<br>J J Scholtz                                              |                                                                                              |                                                                                                                                                                    | Corporate Services,<br>M S Terblanche                        |                                                                         |                  | May 2023                                                                                     |
|                                                                                |                                                                                              |                                                                                                                                                                    | Financial Services,<br>M A C Bolton                          |                                                                         |                  | May 2023                                                                                     |
|                                                                                |                                                                                              |                                                                                                                                                                    | Protection Services,<br>P A C Humphreys                      |                                                                         |                  | May 2023                                                                                     |
|                                                                                |                                                                                              |                                                                                                                                                                    | Development Services,<br>J S Krieger                         |                                                                         |                  | May 2023                                                                                     |
|                                                                                |                                                                                              |                                                                                                                                                                    | Electrical Engineering Services,<br>M J Möller               |                                                                         |                  | May 2023                                                                                     |
|                                                                                |                                                                                              |                                                                                                                                                                    | Civil Engineering Services,<br>L D Zikmann                   |                                                                         |                  | May 2023                                                                                     |
|                                                                                |                                                                                              |                                                                                                                                                                    | Senior Manager: Human<br>Resources Management,<br>S de Jongh |                                                                         |                  | May 2023                                                                                     |

## 4.2 DELEGATION BY MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| ITEM NUMBER  | REFERENCE                    | CRYPTIC DESCRIPTION OF POWER OR FUNCTION                                                                                                                                      | RESPONSIBILITY/ DELEGATED FROM | DELEGATED TO                                        | SUB-DELEGATED TO | CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST                                              |
|--------------|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------|------------------|--------------------------------------------------------------------------------------------|
| MM-AD/ RS9   | Para 5.2.3, RSP              | The option to require that candidates be included in or excluded from the shortlist, based on the screening criteria                                                          | Municipal Manager*             | All Directors*                                      |                  | *I.r.o. employees under their control                                                      |
| MM-AD/ RS10  | Para 5.2.6(h), 5.2.5(f), RSP | To discuss negative references with an applicant where such candidate has not yet been invited to an interview, for possible inclusion in the shortlist                       | Municipal Manager*             | All directors *                                     |                  | *I.r.o. posts under their control<br>May nominate officials to act on their behalf         |
| MM-AD/ RS11  | Para 5.2.6(h), 5.2.5(f), RSP | To exercise the discretion whether or not to invite a candidate, where negative reference/s were obtained and discussed with applicant prior to inclusion in shortlist        | Municipal Manager*             | All Directors*                                      |                  | May nominate officials to act on their behalf /<br>In respect of posts under their control |
| MM-HRM/ RS12 | Para 5.2.9, 5.2.10, RSP      | Responsibility to maintain adequate records of selection processes for one year                                                                                               | Municipal Manager              | Senior Manager: Human Resources Services Management |                  | Assisted by Human Resources staff                                                          |
| MM-HRM/ RS13 | Para 6.4, RSP                | Responsibility to disclose to a person in writing that he/she is excluded from promotion or transfer to certain job functions where the criminal record would be exclusionary | Municipal Manager              | Senior Manager: Human Resources Services Management |                  |                                                                                            |

| SIGNED BY DELEGATOR               | ACCEPTANCE BY DELEGATEE/S                                 |          |
|-----------------------------------|-----------------------------------------------------------|----------|
| Municipal Manager,<br>J J Scholtz | Corporate Services,<br>M S Terblanche                     | May 2023 |
|                                   | Financial Services,<br>M A C Bolton                       | May 2023 |
|                                   | Protection Services,<br>P A C Humphreys                   | May 2023 |
|                                   | Development Services,<br>J S Krieger                      | May 2023 |
|                                   | Electrical Engineering Services,<br>M J Möller            | May 2023 |
|                                   | Civil Engineering Services,<br>L D Zikmann                | May 2023 |
|                                   | Senior Manager: Human Resources Management,<br>S de Jongh | May 2023 |

#### 4.2 DELEGATION BY MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| ITEM<br>NUMBER                                              | REFERENCE     | CRYPTIC DESCRIPTION OF POWER OR<br>FUNCTION                          | RESPONSIBILITY/<br>DELEGATED FROM | DELEGATED TO   | SUB-DELEGATED TO | CONDITIONS/LIMITATIONS/<br>INSTRUCTION TO ASSIST |
|-------------------------------------------------------------|---------------|----------------------------------------------------------------------|-----------------------------------|----------------|------------------|--------------------------------------------------|
| <b>Relocation Assistance Policy for new employees (RAP)</b> |               |                                                                      |                                   |                |                  |                                                  |
| MM-HRM/<br>RAP1                                             | Para 6.3, RAP | To approve relocation costs in<br>respect of Section 56 appointments | Reserved for Municipal Manager    |                |                  |                                                  |
| MM-HRM/<br>RAP2                                             | Para 6.3, RAP | To approve relocation costs in<br>respect of other appointments      | Municipal<br>Manager              | All Directors* |                  | i.r.o. employees under their<br>control          |
| <b>Retention Policy (RP)</b>                                |               |                                                                      |                                   |                |                  |                                                  |
| MM-HRM/<br>RP1                                              | Para 8.4, RP  | To approve a counter offer                                           | Reserved for Municipal Manager    |                |                  | In consultation with the<br>retention committee  |

| SIGNED BY DELEGATOR               |  | ACCEPTANCE BY DELEGATEE/S                      |          |
|-----------------------------------|--|------------------------------------------------|----------|
| Municipal Manager,<br>J J Scholtz |  | Corporate Services,<br>M S Terblanche          | May 2023 |
|                                   |  | Financial Services,<br>M A C Bolton            | May 2023 |
|                                   |  | Protection Services,<br>P A C Humphreys        | May 2023 |
|                                   |  | Development Services,<br>J S Krieger           | May 2023 |
|                                   |  | Electrical Engineering Services,<br>M J Möller | May 2023 |
|                                   |  | Civil Engineering Services,<br>L D Zikmann     | May 2023 |
|                                   |  |                                                |          |

## 4.2 DELEGATION BY MUNICIPAL MANAGER IN TERMS OF OTHER LAW, REGULATION, POLICY OR STANDING ORDER OR COUNCIL RESOLUTION

| ITEM NUMBER                  | REFERENCE          | CRYPTIC DESCRIPTION OF POWER OR FUNCTION                                                                                                                                 | RESPONSIBILITY/ DELEGATED FROM | DELEGATED TO  | SUB-DELEGATED TO | CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST                                        |
|------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------|------------------|--------------------------------------------------------------------------------------|
| Scarce skills policy (SSP)   |                    |                                                                                                                                                                          |                                |               |                  |                                                                                      |
| MM/SS1                       | Para 4 7, SSP      | To identify certain posts and/or occupational groups affected by a scarce skills challenge, subject to policy criteria, and to determine payment of a scarcity allowance | Reserved for Municipal Manager |               |                  |                                                                                      |
| MM/SS2                       | Para 5:2 10, SSP   | To re-evaluate/review scarcity allowances on an annual basis or shorter intervals                                                                                        | Reserved for Municipal Manager |               |                  |                                                                                      |
| MM-AD/ SS3                   | Para 5.4 10.5, SSP | To continuously evaluate the performance of employees who receive a scarcity allowance, for the allowance to be adjusted or terminated                                   | Municipal Manager              | All Directors |                  | Recommendations to be made to Municipal Manager i.r.o. employees under their control |
| Smoking control policy (SCP) |                    |                                                                                                                                                                          |                                |               |                  |                                                                                      |
| MM/ SCP1                     | Para 3, SCP        | To identify and designate areas suitable for smoking                                                                                                                     | Reserved for Municipal Manager |               |                  | In consultation with employees                                                       |

| SIGNED BY DELEGATOR               | ACCEPTANCE BY DELEGATEE/S                      |          |
|-----------------------------------|------------------------------------------------|----------|
| Municipal Manager,<br>J J Scholtz | Corporate Services,<br>M S Terblanche          | May 2023 |
|                                   | Financial Services,<br>M A C Bolton            | May 2023 |
|                                   | Protection Services,<br>P A C Humphreys        | May 2023 |
|                                   | Development Services,<br>J S Krieger           | May 2023 |
|                                   | Electrical Engineering Services,<br>M J Möller | May 2023 |
|                                   | Civil Engineering Services,<br>L D Zikmann     | May 2023 |
|                                   |                                                |          |

## 5.1 DELEGATION BY CHIEF FINANCIAL OFFICER IN TERMS OF THE MUNICIPAL FINANCE MANAGEMENT ACT

| ITEM NUMBER                              | REFERENCE       | CRYPTIC DESCRIPTION OF POWER OR FUNCTION                                                   | RESPONSIBILITY / DELEGATED TO | SUB-DELEGATED TO                                        | CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST           |
|------------------------------------------|-----------------|--------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------------------|---------------------------------------------------------|
| <b>Insurance Management Policy (IMP)</b> |                 |                                                                                            |                               |                                                         |                                                         |
| CFO-FSC/IMP1                             | Para 3.4.1, IMP | Responsible for submitting Insurance Management Policy to Council to consider its adoption | Chief Financial Officer       | Senior Manager: Financial Statements & Asset Management | Manager: Assets, Insurance & Fleet Management to assist |
| CFO-FSC/IMP2                             | Para 3.6.1, IMP | Responsible for annual reviewing of insurance management policy                            | Chief Financial Officer       | Senior Manager: Financial Statements & Asset Management | Manager: Assets, Insurance & Fleet Management to assist |
| CFO-FSC/IMP6                             | Para 4.3.9, IMP | Notify the councils insurer of any claim by or against the council or against its insurers | Chief Financial Officer       | Senior Manager: Financial Statements & Asset Management | Manager: Assets, Insurance & Fleet Management to assist |

| SIGNED BY DELEGATOR                      |  | ACCEPTANCE BY DELEGATEE/S                                            |  |          |
|------------------------------------------|--|----------------------------------------------------------------------|--|----------|
| Chief Financial Officer:<br>M A C Bolton |  | Senior Manager: Financial Statements & Asset Management, R P Alberts |  | May 2023 |

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**ITEM 8.6 VAN DIE AGENDA VAN 'N RAADSVERGADERING WAT GEHOU SAL WORD  
OP 25 MEI 2023**

**ONDERWERP: 1. REQUEST FROM KALBASKRAAL FOR IMMEDIATE HOUSING PROJECT  
2. REQUEST FROM Ilinge LETHU EN PHOLA PARK FOR A TRA  
(TEMPORARY RELOCATION AREA)**

**1. AGTERGROND / BACKGROUND**

Members of the above communities recently protested and attempted to invade land and requested the Municipality to provide them with top structures (Kalbaskraal) and additional serviced sites (Ilinge Lethu and Phola Park) as they are living under difficult circumstances in their respective towns.

**2. BESPREKING / DISCUSSION**

**2.1 KALBASKRAAL**

With regards to the current protest action in Kalbaskraal it must be noted that the community as recently as 2020, benefited from housing opportunities when they were protesting and demand in 2019 that 134 serviced sites be provided as they were not prepared to wait for formal housing. The result of the project was subject to a procurement process whereby SM and the Department of Human Settlements purchased various pockets of land in Kalbaskraal. The project was further subject to a rapid town planning process, including consolidation, subdivision and rezoning. The size of the sites was determined by Human Settlement requirements.

**2.2 Ilinge LETHU**

Also note that the residents/backyarders from Phola Park/Ilinge Lethu recently attempted to invade land and erected illegal structures which were demolished by our law enforcement section. During our engagement with representatives of the community they requested that a Temporary Relocation Area (TRA) be provided as they were living under difficult circumstances. We indicated that almost 90% of the applicants on the waiting list are living in backyards and that the proposed TRA will set a precedent.

2.2.1 We also highlight that we currently called for tenders to provide a further 1013 housing opportunities in De Hoop Phase 2 and are hopeful that some of them will be accommodated during this phase should they qualify.

2.2.2 During 2015/2016 the residents of Ilinge Lethu were also protesting and insisted that serviced sites (732) be provided as they were not prepared to wait for formal housing which was agreed upon by the relevant role players.

2.2.3 Maps pertaining Ilinge Lethu / Phola Park and Kalbaskraal will be presented and explained in the meeting.

**3. IMPLEMENTATION OF HOUSING PROJECTS**

Housing projects are implemented according to the approved housing pipeline. Unfortunately, the communities of Kalbaskraal and Phola Park will have to wait for their turn, as they recently and currently benefited from human settlements funding and the Municipality must also attend to the needs of the other 10 towns as well.

***The Department of Human Settlements also confirms the targets and funding allocation for the next three financial years based on project implementation readiness and the availability of funding for De Hoop, Darling & Moorreesburg housing projects.***

Should Council consider to fast track the provision of top structures and serviced sites in Kalbaskraal and Ilinge Lethu we can only commence with the planning and implementation of the projects in the 2025/26 financial year as no funding applications (PID, PFR & PIRR) have been submitted to the Department of Human Settlements. **There is also a possibility that the Department can consider utilizing funding from our approved business plan already gazetted to accommodate new projects which can create frustration amongst the communities of De Hoop, Moorreesburg and Darling.**

**4. KOPPELING AAN DIE GOP**

*Strategic Goal 3 - Quality and Sustainable Living Environment.  
Strategic Objective 3.7 - Facilitate land availability, bulk infrastructure, provision and Implementation of the Housing Pipeline*

**5. FINANSIËLE IMPLIKASIE**

– There is no provision in the current budget for any of these projects.

**6. These requests was tabled at the Mayoral Committee meeting of 17 May 2023 and the Mayco decided to refer the decision to the Council. **The Mayco recommended:****

d) “That after consideration of the request of Kalbaskraal (immediate housing project) and Ilinge Lethu, more specific Phola Park (for a Temporary Relocation Area with services) be referred to Council for a decision in this regard.

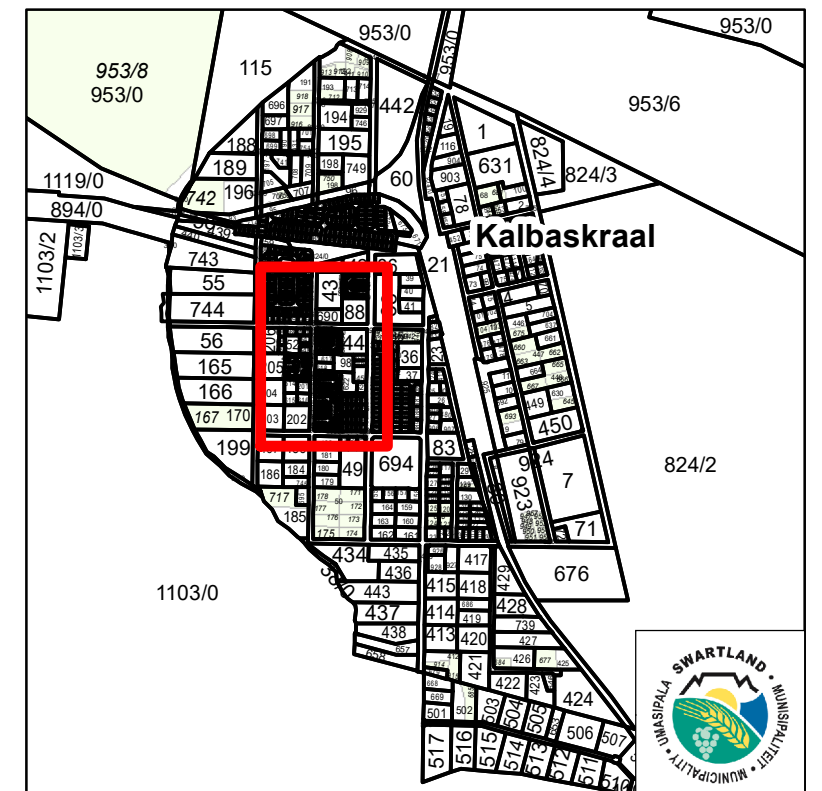
e) That the Executive Mayoral Committee based on the afore-mentioned information raise their concerns to adhere to the request of the Kalbaskraal and Ilinge Lethu (Phola Park) as it will result in queue-jumping and create unhappiness amongst the various communities and applicants on the waiting list.”

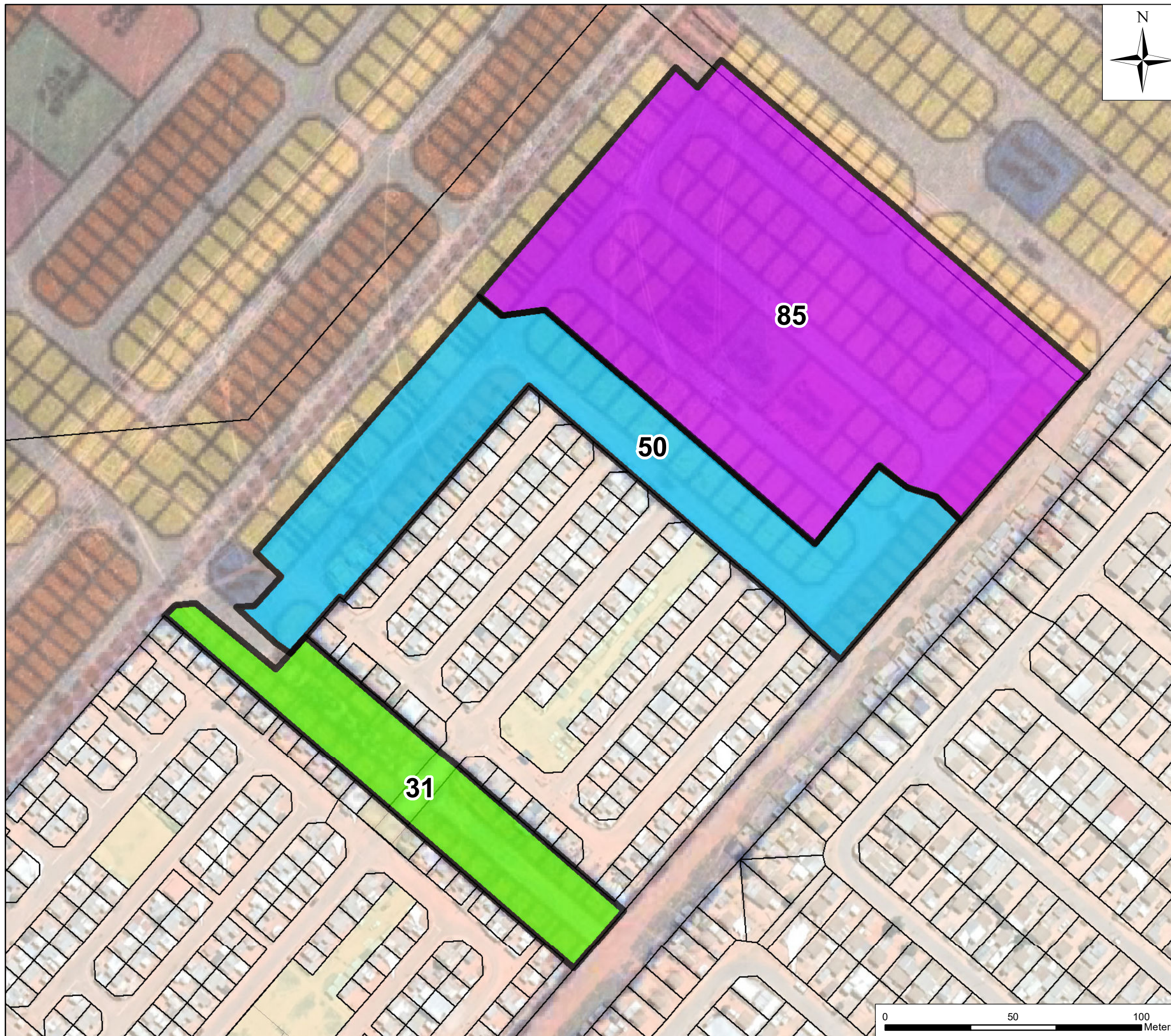
**7. COUNCIL TO CONSIDER AND TO TAKE A DECISION.**

(get) J J Scholtz

**MUNISIPALE BESTUURDER**  
SCA

#### PROPERTIES THAT MIGHT NOT YET BE REGISTERED





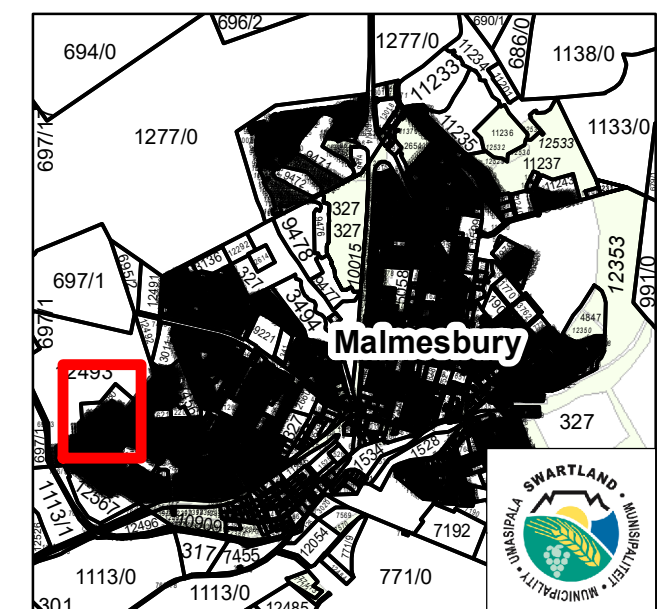
## DE HOOP UISP HOUSING

### Legend

- Option 1 [31 units]
- Option 2 [50 Units]
- Option 3 [85 Units]

**TOTAL NO. OF UNITS: 166**

PROPERTIES THAT MIGHT NOT YET BE REGISTERED





## Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Korporatiewe Dienste  
17 Mei 2023

12/2/B

### ITEM 8.7 VAN DIE AGENDA VAN 'N GEWONE RAADSVERGADERING WAT GEHOU SAL WORD OP 25 MEI 2023

|                   |                                                                    |
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| <b>ONDERWERP:</b> | <b>VOORGESTELDE LANGTERMYN VERHURING VAN ONROERENDE</b>            |
| <b>SUBJECT:</b>   | <b>MUNISIPALE EIENDOM: GEDEELTE ERF 327, MALMESBURY</b>            |
|                   | <b>PROPOSED LONG TERM LEASING OF IMMOVABLE MUNICIPAL PROPERTY:</b> |
|                   | <b>PORTION OF ERF 327, MALMESBURY</b>                              |

#### 1. BACKGROUND

- 1.1 The deteriorating performance of Eskom's generation plant has and still is causing load shedding, at various levels, to be implemented on a daily basis. In addition to the poor performance of Eskom the country is also experiencing annual electricity tariff increases of more than two times the inflation rate. This puts pressure on the Municipality to increase its electricity tariffs at similar levels.
- 1.2 While it is accepted that solar energy will not eliminate load shedding to the Municipality, there is an opportunity to assist Eskom to lower load shedding levels by adding additional energy sources to the grid. The direct benefit for the Municipality of having an alternative energy source would be to reduce the reliance for energy from Eskom and to ultimately reduce the average bulk purchase price of electricity.
- 1.3 In support of alternative energy, protecting the environment and good corporate citizens the municipal leadership has decided to expand the Municipality's own renewable energy footprint. The Municipality has already signed a three (3) year agreement with Darling Green Utility to supply 1 MVA of Solar energy to the Municipality starting around January 2024.
- 1.4 The opportunity exists to make suitably placed land available for a long term lease to potential independent power producers (IPP's). The so-called Klipkoppie property (as more fully described below and as depicted on **ANNEXURE A** hereto) just outside of the urban edge of Malmesbury on the eastern side of town, is regarded suitable for the development of a solar plant since it is fairly close to the Municipality's 11 kV substations and the slope of the land is facing North/North West which is most desirable for solar radiation.
- 1.5 The plan is to call for tenders to lease the land from the Municipality and develop a solar plant of between 10 to 15 MW (details still to be determined) to connect to the municipal network, to provide energy at a rate lower than the Eskom Local Authority Megaflex Tariff. It is to be noted that the Municipality does not want to own the solar plant, due to various reasons, but only to purchase energy from the generator.
- 1.6 While the total property is more than 130 ha in extent, a plant of 15 MW will only require around 30 ha. As the Municipality does not have the expertise to determine which piece of land is best suited for the purpose it is proposed that the successful tenderer would have to identify the piece of land best suited and fence it so that the remainder can be leased for agricultural purposes as in the past.
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- 1.7 This report therefore serves to obtain Council's in principle approval for a portion (to a maximum of 30 hectares in extent) of erf 327, Malmesbury (i.e. municipal commonage) as depicted on Annexure A to be made available by means of a tender for the establishment of a solar plant. The subject property is presently zoned as Agricultural Zone 1, and is ± 135 hectares in extent. Prior to establishment of a solar plant, the required land use rights (i.e. consent use) must be obtained in terms of the Swartland Municipality: Municipal Land Use Planning By-law, as well as the required environmental authorizations in terms of the applicable legislation.

## 2. LEGISLATION

- 2.1 The transfer of ownership or disposal of capital assets is regulated by the Municipal Finance Management Act, 2003 (MFMA), the Municipal Asset Transfer Regulations, 2008 (MATR) as well as Council's By-law and Policy relating to the Transfer of Municipal Capital Assets, GN 7394 dated 22 May 2015.
- 2.2 The legislative framework applicable in this instance in respect of non-exempted capital assets which are not considered high value assets are dealt with below only in as far as it relates to the proposed disposal.

| <b>COMPLIANCE WITH MUNICIPAL FINANCE MANAGEMENT ACT, 2003</b>                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                             |
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| <b>Issues to be considered in terms of Section 14 of the MFMA</b>                                                                                                                                                       | <b>Comment</b>                                                                                                                                                                                                                                                                                                                                                              |
| a) Whether the asset is needed to provide the minimum level of basic municipal services                                                                                                                                 | The property to be leased is not required for the provision of a minimum or any other level of basic municipal services. It is presently zoned for agricultural purposes and has been leased for short term periods in the past for arable farming. However, it can be beneficially utilized to supplement Eskom's energy sources to the Municipality.                      |
| b) Consideration to be given to the fair market value of the asset                                                                                                                                                      | Details of the proceeds to be earned from the proposed lease of the subject property are yet unknown, as it is still subject to a tender process. It is however recommended that the reserve rental amount be determined in conjunction with Council's appointed valuer.                                                                                                    |
| c) Consideration to be given to the economic and community value to be received in exchange for the asset                                                                                                               | Apart from the rental income to be earned, the direct benefit for the Municipality of having an alternative energy source would be to reduce the reliance for energy from Eskom and to ultimately reduce the average bulk purchase price of electricity, as well as to provide energy to consumers at a rate lower than that of Eskom as indicated elsewhere in the report. |
| <b>COMPLIANCE WITH MUNICIPAL ASSET TRANSFER REGULATIONS (GG 31346 DATED 22 AUGUST 2008)</b>                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Issues to be considered in terms of Regulation 7 of the MATR</b>                                                                                                                                                     | <b>Comment</b>                                                                                                                                                                                                                                                                                                                                                              |
| a) Whether the capital asset may be required for the Municipality's own use at a later stage.                                                                                                                           | The property is not required for municipal purposes as indicated.                                                                                                                                                                                                                                                                                                           |
| b) The expected loss or gain that is expected to result from the proposed transfer or disposal                                                                                                                          | Council will gain the rental i.r.o. the subject property and a further monthly income in respect of services consumption.                                                                                                                                                                                                                                                   |
| c) The extent to which any compensation to be received i.r.o. the proposed transfer or disposal will result in a significant economic or financial cost benefit to the Municipality                                     | Financial benefits as a result of the lease and payment for services; further, to ultimately reduce the average bulk purchase price of electricity and to provide energy at lower than the Eskom rate.                                                                                                                                                                      |
| d) The risks and rewards associated with the operation or control of the capital asset that is to be transferred or disposed of in relation to the Municipality's interests                                             | Risks will be managed in terms of the Lease Agreement.                                                                                                                                                                                                                                                                                                                      |
| e) The effect that the proposed transfer or disposal will have on the credit rating of the Municipality, its ability to raise long-term or short-term borrowings in the future and its financial position and cash flow | No effect                                                                                                                                                                                                                                                                                                                                                                   |

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| f) Any limitations or conditions attached to the capital asset or the transfer or disposal of the asset, and the consequences of any potential non-compliance with those conditions                 | There are no limitations linked to the subject property. Lease conditions will be addressed in the Lease Agreement.                                                                                                                                                                    |
| g) The estimated cost of the proposed transfer or disposal                                                                                                                                          | All costs related to the transaction will be for the lessee's account.                                                                                                                                                                                                                 |
| h) The transfer of any liabilities and reserve funds associated with the capital asset                                                                                                              | No liabilities                                                                                                                                                                                                                                                                         |
| i) Any comments or representation on the proposed transfer or disposal received from the local community and other interested persons                                                               | The proposed long term transaction will be advertised for objections.                                                                                                                                                                                                                  |
| j) Any written views and recommendations on the proposed transfer or disposal by the National Treasurer and relevant provincial treasury                                                            | Not applicable (applicable i.r.o. high value assets only)                                                                                                                                                                                                                              |
| k) The interest of any affected organ of state, the Municipality's own strategic, legal and economic interests and the interests of the local community                                             | The property is not required for municipal purposes. The proposed transaction can be linked to Strategic Goal 5 (Sufficient, affordable and well-run services), Strategic Objective 5.7 – Provide electricity cost effectively as per Council's Integrated Development Plan 2017-2023. |
| l) Compliance with the legislative regime applicable to the proposed transfer or disposal                                                                                                           | Yes, addressed in this report, as well as in the Lease Agreement.                                                                                                                                                                                                                      |
| <b>Conditions that may be imposed, in terms of Regulation 11, pertaining to the following:</b>                                                                                                      | <b>Comment</b>                                                                                                                                                                                                                                                                         |
| 1) The way in which the capital asset is to be sold or disposed of                                                                                                                                  | Direct disposal (lease) by means of closed bid.                                                                                                                                                                                                                                        |
| 2) A floor price or minimum compensation for the capital asset                                                                                                                                      | To be determined                                                                                                                                                                                                                                                                       |
| 3) Whether the capital asset may be transferred for less than its fair market value, in which case the municipal council must first consider the criteria set out in regulation 13(2)               | Not applicable                                                                                                                                                                                                                                                                         |
| 4) A framework within which direct negotiations for the transfer or disposal of the capital asset must be conducted with another person, if transfer or disposal is subject to direct negotiations. | Not applicable. A public participation & competitive process is to be followed.                                                                                                                                                                                                        |

### 3. KOPPELING AAN DIE GOP / ALIGNMENT TO THE IDP

The proposed transaction can be linked to Strategic Goal 5 (Sufficient, affordable and well-run services), Strategic Objective 5.7 – Provide electricity cost effectively as per Council's Integrated Development Plan 2017-2023.

### 4. FINANSIËLE IMPLIKASIE / FINANCIAL IMPLICATION

Apart from the rental income to be gained, the proposed use of the subject property may ultimately reduce the average bulk purchase price of electricity, resulting in energy provision to consumers at a rate lower than the Eskom Local Authority Megaflex Tariff.

### 5. AANBEVELING

(a) Dat die Raad in beginsel goedkeuring verleen in terme van Artikel 14 van die Wet op Munisipale Finansiële Bestuur, 2003 dat 'n gedeelte (maksimum 30 hektaar) van erf 327, Malmesbury aan potensiële onafhanklike kragprodusente (IPPs) beskikbaar gestel word onder 'n tender vir die daarstel van 'n sonkrag-aanleg op die betrokke eiendom, onderhewig aan die verkryging van die toepaslike grondgebruiksregte en omgewings-magtigings;

(b)/...

5./...

- (b) Dat kennis geneem word dat die eiendom nie vir die verskaffing van 'n minimum of enige ander vlak van basiese munisipale dienste nodig word nie;
- (c) Dat die termyn van huur op twintig (20) jaar vasgestel word om die huuropsie lewensvatbaar te maak vir voornemende beleggers;
- (d) Dat die voorgenome langtermyn verhuring van bogemelde eiendom in terme van die Raad se Verordening insake die Oordrag van Munisipale Kapitale Bates, PK 7394 gedateer 22 Mei 2015 vir kommentaar/besware geadverteer word;
- (e) Dat volmag verleen word
  - (i) aan die Munisipale Bestuurder om in samewerking met die Raad se waardeerders 'n billike en markverwante huur te bepaal as reserwe huurgeld;
  - (ii) aan die Uitvoerende Burgemeesterskomitee om te handel met enige besware wat teen die voorgenome langtermyn verhuring van die eiendom ontvang mag word;
  - (iii) aan die Direkteur: Korporatiewe Dienste om die voorwaardes van verhuur te finaliseer;
  - (iv) aan die Direkteur: Elektriese Ingenieursdienste om die tendervoorwaardes vir die aanwending van die perseel vir doeleindes van 'n sonkrag-aanleg te finaliseer.

#### RECOMMENDATION

- (a) That in-principle approval be granted by Council in terms of Section 14 of the Municipal Finance Management Act, 2003 for a portion (maximum 30 hectares) of erf 327, Malmesbury to be made available to potential independent power producers (IPPs) under a tender for the establishment of a solar plant on the property concerned, subject to obtaining the applicable land use rights and environmental authorisations;
- (b) That it be noted that the property is not needed to provide the minimum level or any other level of basic municipal services;
- (c) That the term of lease be determined at twenty (20) years, to make the lease option viable for prospective lessees;
- (d) That the proposed long term leasing of said property be advertised for comments/objections in terms of the Council's By-law relating to the Transfer of Municipal Capital Assets, GN 7394 dated 22 May 2015;
- (e) That authorization be given as follows:
  - (i) to the Municipal Manager to determine a fair and market-related rental to be set as reserve rental amount in conjunction with Council's valuers;
  - (ii) to the Executive Mayoral Committee to deal with any objections that may be forthcoming regarding the proposed long term leasing of the property;
  - (iii) to the Director: Corporate Services to finalise the tender criteria and conditions of lease;
  - (iv) to the Director: Electrical Engineering Services to finalise the tender conditions for the utilization of the property for purposes of a solar plant.

(get) M S Terblanche

**MUNISIPALE BESTUURDER**

Mst/raadsitems, SM5/Verhuring van gedeelte landboukampe Malmesbury

# MALMESBURY KLIPKOPPIE

