



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref: 3/4/3/5/3/4

2018-03-06

## **MINUTES**

### **JOINT SITTING OF THE ECONOMIC DEVELOPMENT & PLANNING AND INFRASTRUCTURE SERVICES COMMITTEE MEETING**

**2018-03-06 AT 14:30**

**MINUTES**  
**JOINT SITTING OF THE**  
**ECONOMIC DEVELOPMENT AND PLANNING SERVICES**

**&**  
**INFRASTRUCTURE SERVICES**

**2018-03-06**

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	NONE	

**MINUTES OF THE JOINT ECONOMIC DEVELOPMENT & PLANNING SERVICES AND INFRASTRUCTURE COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, TOWN HOUSE, PLEIN STREET, STELLENBOSCH ON TUESDAY, 2018-03-06 AT 14:30**

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**PRESENT** Ald JP Serdyn (Ms) [Chairperson: Economic Development and Planning Services]  
Cllr N De Villiers [Chairperson: Infrastructure]

**COUNCILLORS** F Adams  
FJ Badenhorst  
Cllr A Florence  
AJ Hanekom  
S Schäfer

**ALSO PRESENT** Cllr WF Pietersen

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**Officials:** Director: Infrastructure (D Louw)  
Acting Director: Planning & Econ Development (B de la Bat)  
Manager: Land Use Management (Ms H Dednam)  
Committee Clerk (Ms T Samuels)  
Interpreter (J Tyatyeka)

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**MINUTES      JOINT ECONOMIC DEVELOPMENT AND PLANNING      2018-03-06  
AND INFRASTRUCTURE SERVICES COMMITTEE MEETING**

<b>1.</b>	<b>OPENING AND WELCOME</b>	<b>(3/4/3/3)</b>
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- (1) The Chairperson welcomed all present at the Joint Economic Development and Planning and Infrastructure Services Committee Meeting.
- (2) She congratulated Cllr J De Villiers who celebrated his birthday.

<b>2.</b>	<b>COMMUNICATION BY THE CHAIRPERSON</b>	<b>(3/4/3/6)</b>
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NONE

<b>3.</b>	<b>DISCLOSURE OF INTEREST</b>	<b>(3/6/2/2)</b>
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NONE

<b>4.</b>	<b>APPLICATION FOR LEAVE OF ABSENCE</b>	<b>(3/4/3/3)</b>
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**JOINT ECONOMIC DEVELOPMENT AND PLANNING & INFRASTRUCTURE  
COMMITTEE: 2018-03-06: ITEM 4**

2.1      **ABSENT**

Cllr GN Bakubaku-Vos (Ms)  
Cllr F Bangani-Menziwa (Ms)  
Cllr C Manuel  
Cllr L Maqeba  
Cllr RS Nalumango (Ms)

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<b>5.</b>	<b>REPORT/S FROM OFFICIALS: ECONOMIC DEVELOPMENT AND PLANNING &amp; INFRASTRUCTURE SERVICES [JOINT SITTING]</b>
<b>5.1</b>	<b>NON-DELEGATED MATTERS</b>
<b>5.1.1</b>	<b>DRAFT POLICY ON PLACE NAMING, STREET NAMING AND RENAMING AND NUMBERING FOR STELLENBOSCH MUNICIPALITY, AUGUST 2017</b>

**1. PURPOSE OF REPORT**

To request Council's approval for public consultation of the Draft Policy on Place naming, Street Naming and Renaming and Numbering for Stellenbosch Municipality, August 2017, attached as **APPENDIX 1**.

**2. BACKGROUND**

The Executive Mayor advised as follows;

*"Please review and advice as policy dates back to 2010. Pay special attention to the detail and procedure for the process for renaming of street names."*

**3. DISCUSSION**

The purpose of this Policy is to provide a standard and consistent policy framework dealing with, street and place naming and renaming, street numbering and to set out the responsibilities of the relevant parties involved in the process.

In order for the Municipality to name or rename streets or places and to allocate street numbers, certain criteria need to exist to guide how these names or numbers are approved or allocated. This Policy addresses the essential criteria and rules required for the effective administrative and decision-making procedures in order to guide the various departmental functions relating to street naming, numbering and renaming.

The Policy was reviewed to address a more effective administrative procedure and to bring it in line with the Stellenbosch Municipality Land Use Planning By-Law, October 2015. The said By-Law stipulates in Chapter X, Section 98 as follows:

- (1) *If as a result of the approval of a development application streets or roads are created, whether public or private, the Municipality must approve the naming of streets and must allocate a street number to each of the erven or land units located in such street or road.*
- (2) *The proposed names of the streets and numbers must be submitted as part of an application for subdivision.*
- (3) *In considering the naming of streets, the Municipality must take into account the relevant policies regarding street naming and numbering.*

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- (4) *The Municipality must notify the Surveyor-General of the approval of new streets as a result of the approval of an amendment or cancellation of a subdivision in terms of section 23 and the Surveyor-General must endorse the records of the Surveyor-General's Office to reflect the amendment or cancellation of the street names on an approved general plan.*

**4. COMMENTS FROM OTHER DEPARTMENTS**

Comments from Internal Departments of the Municipality will be obtained simultaneously with the public participation process.

**5. APPENDICES**

**APPENDIX 1:** The draft policy on Place naming, Street naming and Renaming and Numbering for Stellenbosch Municipality, August 2017.

**JOINT ECONOMIC DEVELOPMENT AND PLANNING & INFRASTRUCTURE COMMITTEE: 2018-03-06: ITEM 5.2.1**

During deliberations on the matter, the following corrections were suggested on the Draft Policy:

- (i) Under bullet point 4.2, change 2km radius to 5km radius;
- (ii) Under bullet point 5.11, change the name of the Director: Engineering Services to Director: Infrastructure.
- (iii) Remove bullet point 6.7 Other situations.....on page 6 of the Draft Policy and change the numbering that follows, ie. 6.8 becomes 6.7, etc.;
- (iv) Under bullet point 9.2, replace the word "failure of" with the word "failing", under paragraph 9.2 on page 8 of the Appendix;
- (v) Replace the Afrikaans word "Weg" with the Afrikaans word "Pad" next to the English word Road (Rd) on the 2<sup>nd</sup> last page of Annexure 1;

**RESOLVED**

**that it be recommended to Council:**

- (a) that the draft policy on Place naming, Street naming and Renaming and Numbering for Stellenbosch Municipality, August 2017, (including the amendments as listed in (i)-(v) above), be approved in principle; and
- (b) that the draft policy on Place naming, Street naming and Renaming and Numbering for Stellenbosch Municipality, August 2017 be advertised for public comment where after same be resubmitted to Council for final consideration and approval.

Meeting:	Joint Planning & Infrastructure Serv: 2018-03-06	Submitted by Directorate:	Plan & Econ Dev
Ref no:	16/P/4	Author	Manager: LUM
Collab:	543234	Referred from:	

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**AND INFRASTRUCTURE SERVICES COMMITTEE MEETING**

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The meeting adjourned at 14:45.

**CHAIRPERSON:**      .....

**DATE:**      .....

**Confirmed on**      ..... **with/without amendments.**