

9.	MATTERS FOR NOTIFICATION
9.1	REPORT ON DECISIONS TAKEN BY THE EXECUTIVE MAYOR
9.1.1	MID-TERM REPORT ON THE ALIEN INVASIVE PLANT ERADICATION PROJECT

### 1. PURPOSE OF THE REPORT

To provide a mid-term report on the progress of the alien invasive plant (AIP) eradication projects currently being executed within WC024.

### 2. BACKGROUND

As required by the National Environmental Management: Biodiversity Act (NEMBA)(Act 10 of 2004) Section 76 and Conservation of Agricultural Resources Act, 1983 (Act No. 43 of 1983), it is incumbent upon the municipality to eradicate all species listed as invasive. All organs of state, as well as private land owners are required to manage and conserve biological diversity. In addition, an Invasive Species Monitoring, Control and Eradication Plan for land under municipal control was compiled by the Environmental Planner, in collaboration with the Nature Conservation unit (Community Services), and submitted to the Department of Environmental Affairs.

Invasive aliens have changed the landscape, to such an extent that the impact on our biodiversity and water resources was placed at risk.

AIP's impact three areas in the environment:

- a. Local biodiversity;
- b. Depletes natural water sources, as well as causes flooding;
- c. Creates a huge fire risk. Fires threaten the natural fynbos fire cycles of 8-12 years, as well as puts property at risk of damage.

At time of drought, there is more direct competition between humans and AIP's for the same water resource from the catchments in the WC24.

### 3. DISCUSSION

The Nature Conservation unit (Community Services) vigorously commenced with the execution of this obligation starting in July 2015 financial year after significant funding was received from the Finance Department.

The following implementation programme is followed:

- 3.1 Map the parcels of land under the control of the Municipality or Protected Area Management, in management unit compartments.
- 3.2 Compiling the List of Invasive Species for each management unit compartment.

- 3.3 Prioritization of the land parcels in the management unit compartments.
- 3.4 Assessing the extent of infestations;
- 3.5 Reporting on the efficacy of previous control or eradication measures;
- 3.6 The current measures to monitor control or eradicate Listed Invasive Species;
- 3.7 The measurable indicators of progress and success, and indications of when the Control Plan is to be completed.
- 3.8 Follow-up actions are planned for the next financial year.

A budget was provided on the MTREF which fast tracked the implementation and coverage of most areas under the management of Nature Conservation.

Financial Year	2015/16	2016/17	2017/18
Vote Number	343/000/705	1/3320/1616	1/3320/1616
Expenditure to Date	R3 000 000.00 (Actual R2 947 798.63)	YTD Actual + shadows R 3 170 844.00 (actual R 2 751 044.26.)	TBC

#### Benefits

<b>Jobs created (Green Economy Jobs)</b>	130 x Full-time Equivalent job opportunities (FTE) for 2016/17 through the Expanded Public Works Programme (EPWP).
	Qualified contractors were used for high altitude and critical catchment areas to improve water supplies.
	A total of 240 job opportunities were created thus far (2016/17 for EPWP's and contractor staff sourced from the unemployment database).
<b>Areas cleared</b>	Clear-felled plantations; firebreaks; nature reserves under our control; water catchment areas; critical biodiversity areas, wetlands.
<b>Hectares cleared</b>	1649.6 ha 2015/16  487.19 hectares <b>2016/17</b>
<b>Skills and Training</b>	Safe use of herbicides; Chainsaw operation; Brushcutter training
<b>Biomass projects</b>	Biomass and the fuel loads are chipped with chippers donated from the Department of Environmental Affairs. This is recycled and used in gardens and around tree basins to retain water during the drought.
<b>Water savings statistics</b>	CSIR has created a scientific formula for calculating the water loss through evapotranspiration. The project statistics will be submitted to them for statistical analysis on how much water was saved/ water loss prevented. This will be reported on at a later stage.  Reports from adjacent property owners confirm that rivers adjacent to municipal properties have started flowing since the start of the eradication - this is direct evidence of the impact that the AIP's have on the water sources.

#### 4. LEGAL IMPLICATION

It is a legal requirement in terms of the National Environmental Management: Biodiversity Act (Act 10 of 2004) and its Regulations (Alien and Invasive

Species Regulations, 2014), to eradicate all invasive aliens on municipal property. The municipality can be given a directive to remove AIP's or fined if no action is taken.

#### 5. FINANCIAL IMPLICATION

Council must take note that eradication programmes are on-going and AIP's require continuous monitoring and follow-up work and thus finances according to the Alien Clearing Management Plan, prepared in collaboration with the Planning Department, must be provided in order to stay abreast of the challenge.

#### 6. COMMENTS FROM OTHER RELEVANT DEPARTMENTS

**Spatial Planning and Environment:** Report acknowledged. 09/02/17.

#### RESOLVED

that it be recommended to Council:

- (a) that Council notes the progress made with regard to the implementation of the Alien Invasive Plant (AIP) Project; and
- (b) that Council notes that a full end-of-term report will be provided in June 2017.

<b>Meeting: Ref No:</b>	<i>7<sup>th</sup> Council: 2017-03-29</i>	<b>Submitted by Directorate: Author: Referred from:</b>	<i>Community &amp; Protection Services G Esau</i>
-----------------------------	---	---	---

9.1.2	<b>MINUTES OF THE ADVISORY BOARD MEETING OF MONT ROCHELLE NATURE RESERVE</b>
-------	--

**1. PURPOSE OF THE REPORT**

To provide feedback on the meeting held with the Advisory Board on 19 November 2016.

**2. BACKGROUND**

The minutes of the above-mentioned meeting are in Afrikaans and English, attached as **APPENDIX 1** and **APPENDIX 2**.

**3. DISCUSSION ACCORDING TO MINUTES OF THE ADVISORY BOARD MEETING OF THE MONT ROCHELLE NATURE RESERVE**

(a) Point 5.2:

*It was requested by the advisory board that the Municipality give attention to the entrance road of the reserve.*

(b) Point 5.5:

*It is also requested that the Municipality attend to the fire breaks on the boundary of the reserve.*

(c) Point 5.8:

*The Advisory board is requesting the Municipality to get an expert to write a professional management plan for the reserve.*

**APPENDICES****Appendix 1:**

Notule van die 118de vergadering van die Adviesraad van die Mont Rochelle Natuurreservaat gehou op Saterdag, 19 November 2016 op die Mont Rochelle Natuurreservaat.

**Appendix 2:**

Minutes of the 118th meeting of the Advisory Board of the Mont Rochelle Nature Reserve held on Saturday, 19 November 2016 on the Mont Rochelle Nature Reserve.

**RESOLVED**

That it be recommended to Council:

that the minutes of the Advisory Board meeting of The Mont Rochelle Nature Reserve, be noted.

<b>Meeting: Ref No:</b>	7 <sup>th</sup> Council: 2017-03-29	<b>Submitted by Directorate: Author: Referred from:</b>	Community Services G Esau
-----------------------------	-------------------------------------	---	------------------------------

**NOTULE VAN DIE 118 VERGADERING VAN DIE ADVIESRAAD VAN DIE MONT ROCHELLE NATUURRESERVAAT GEHOU OP SATERDAG 19 NOVEMBER 2016 OP DIE MONT ROCHELLE NATUURRESERVAAT**

<b>1.</b>	<b><u>VERWELKOMING:</u></b>	
	Die Voorsitter verwelkom almal aan die woning van <b>AJL</b> .	
<b>2.</b>	<b><u>TEENWOORDIG:</u></b>	
	Mnr S Schäfer - <b>SS</b> Voorsitter	-
	Prof I Rust - <b>ICR</b> Adviesraadslid	
	Mnr L Lourens - <b>LL</b> Stellenbosch Muni	
	Mnr R von Hoesslin - <b>RvH</b> Adviesraadslid	
	Mnr Natie Ferreira - <b>NR</b> Belanghebbende	
	Dr AJ Lambrechts - <b>AJL</b> Adviesraadslid/Eienaar	
	Mnr D de Villiers - <b>DdeV</b> Adviesraadslid	
	Mev RN Lambrechts - <b>RNL</b> Sekretaresse	
	Ghaleed Nortjé - <b>GN</b> Trail du Mont Rochelle	
	Jacques von Wielligh - <b>JvW</b> Trail du Mont Rochelle	
	<b><u>VERSKONINGS:</u></b>	
	Mev K McWilliam-Smith - <b>KS</b> Belanghebbende	
	Me R Stanvliet - <b>RS</b> CapeNature	
	Mnr G Petersen - <b>GP</b> Stellenbosch Muni	
	Me H du Plessis - <b>HduP</b> Stellenbosch Muni	
	<b><u>AFWESIG:</u></b>	
	Mnr GJ Roux - <b>GJR</b> Adviesraadslid	
	Mnr D La H De Villiers - <b>DeLa</b> Belanghebbende	
<b>3.</b>	<b><u>OPENING:</u></b>	
	<b>ICR</b> open die vergadering met gebed.	
<b>4.</b>	<b><u>GOEDKEURING VAN DIE NOTULE VAN VORIGE VERGADERING:</u></b>	
	Die Notule is vooraf gesirkuleer en word aanvaar.	
<b>5.</b>	<b><u>SAKE VOORSPRUITEND UIT NOTULE:</u></b>	
5.1	<u>Veldwagter/Hekwag</u> : <b>RNL</b> rapporteer dat sy baie goeie kommentaar t.o.v. die hekwagte op MRNR Facebook ontvang. 'n Voorstel om die wagte op noodhulp en ander kursusse te stuur sal tydens die volgende vergadering bespreek word.	<b>RNL</b>
5.2	<u>Hekgebou/Kameras/Dienspad</u> : a) <u>Dienspad</u> : <b>LL</b> – bepaling is gedoen en lateriet sal in Januarie 2017 gekompakteer word. b) <u>Toilet</u> : <b>RNL</b> – die Muni het die toiletdeur herstel en die Adviesraad het betaal vir die vervanging van die ventilator. Die Muni maak weekliks die tenk skoon. c) <u>Gebou</u> : <b>AJL</b> sal argitek nader vir kwotasie om hekgebou te vergroot.	<b>LL</b> <b>RNL</b> <b>AJL</b>
5.3	<u>Waterkwessie</u> : Hierdie punt staan oor.	
5.4	<u>Voetslaanpaaie</u> : <b>NF</b> is besig met spesifikasies vir die herstel van voetpaaie.	<b>NF</b>
5.5	<u>Brandbane</u> : <b>LL</b> meld dat <b>HdP</b> en <b>GP</b> verantwoordelik is vir die dag-tot-dag bestuur van die reservaat en nou betrokke is by die brandbane. <b>NF</b> –word gevra om skoffelpikke aan te koop om hul werk te fasiliteer.	<b>NF</b>
5.6	<u>Permitte</u> : <b>RNL</b> – die meeste verkope word nou by die hek gedoen. Jaarverslag sal in Januarie deurgestuur word.	<b>RNL</b>

5.7	<u>Indringerbeheer</u> : Hierdie punt staan oor.	
5.8	<u>Bestuursplan/Befondsing Eksterne Entiteite</u> : <b>LL</b> – daar kan nie begroot word vir 'n Bestuursplan nie, aangesien dit nie 'n kapitale uitgawe is nie. Dit moet deur die Beplanning en Ekonomiese Ontwikkellingsdirektoraat gesit word en hy volg dit op.	<b>LL</b>
5.9	<u>Argiewe</u> : Hierdie punt staan oor.	
5.10	<u>Rastas</u> : Hierdie punt staan oor.	
5.11	<u>Fremco</u> : <b>DdeV</b> – Fremco het 'n bedrag van R260 000 ontvang en moet dus 'n persentasie aan die Adviesraad oorbetaal. <b>RNL</b> sal opvolg.	<b>RNL</b>
5.12	<u>Trail Run</u> : <b>GN</b> en <b>JvW</b> gee baie positiewe terugvoer t.o.v. die geleentheid en volgend <b>JvW</b> is dit die beste roetes in die Wes-Kaap. Beide die Adviesraad en Running the Cape voel dat die biodiversiteit van Mont Rochelle onderhou en geniet moet word en dat niks gedoen word om hierdie ideaal in die wiede te ry nie. <ul style="list-style-type: none"> <li>• Die voetpaaie is oor die algemeen goed, maar daar is plekke wat aandag voor die winter moet geniet.</li> <li>• Inligtingsborde moet na die brand assessee word. By Du Toitskop is daar nie 'n aanwysing wat die begin van die Mangaanroete aandui nie.</li> <li>• Die bruggie by die pomp het los balke. <b>JvW</b> is bereid om te help met die herstel.</li> </ul> 2017: 'n Tentatiewe datum word vir Saterdag 18 November vasgemaak. 'n Tweede groep, Trevor Ball van Energy Events, stel ook belang om 'n Trail Run te reël. Daar word egter besluit dat ons nie konflik moet veroorsaak in die beplanning nie. Indien hulle genader word sal die geleentheid vroeg in 2017 moet plaasvind.	<b>NF</b>
5.13	<u>Hangswewers</u> : Bly op Agenda. <b>RNL</b> sal <b>GB</b> kontak om te hoor of kontak gemaak is met hangswewers.	<b>RNL</b>
5.14	<u>Filmwerk</u> : Hierdie punt staan oor.	
<b>6.</b>	<b>NUWE SAKE:</b>	
	Geen nuwe sake nie.	
<b>7.</b>	<b>VOLGENDE VERGADERING:</b>	
	Die volgende vergaderdatum sal later vasgestel word.	
<b>8.</b>	<b>AFSLUITING:</b>	
	Die vergadering sluit om 11:30	

.....

VOORSITTER

.....

DATUM

<b>MINUTES OF THE 118 MEETING OF THE ADVISORY BOARD OF THE MONT ROCHELLE NATURE RESERVE HELD ON SATURDAY 19 NOVEMBER 2017 ON THE MONT ROCHELLE NATURE</b>		
<b>1.</b>	<b>WELCOMING</b> The chairman welcomed everyone to the home of AJL	
<b>2.</b>	<b>Present:</b>	
	Mr S Schafer - <b>SS</b> Chairperson	
	Prof I Rust - <b>ICR</b> Advisory Board Member	
	Mr L Lourens - <b>LL</b> Stellenbosch Municipality	
	Mr R Von Hoesslin - <b>RVH</b> Advisory Board Member	
	Mr Natie Ferreira - <b>NR</b> Interested	
	Dr AJ Lambrechts - <b>AJL</b> Interested / Owner	
	Mr D De Villiers - <b>DdeV</b> Advisory Board Member	
	Mrs RN Lambrechts - <b>RNL</b> Secretary	
	Ghaleed Nortjé - <b>GN</b> Trail du Mont Rochelle	
	Jacques von Wielligh - <b>Jvw</b> Trail du Mont Rochelle	
<b>3.</b>	<b>Apologies:</b>	
	Mrs K McWilliam –smith - <b>KS</b> Interested	
	Miss R Stanvliet - <b>RS</b> Cape Nature	
	Mr G Petersen - <b>GP</b> Stellenbosch Municipality	
	Miss H du Plessis - <b>HduP</b> Stellenbosch Municipality	
<b>4.</b>	<b>ABSENT</b>	
	Mr GJ Roux - <b>GJR</b> Advisory Board Member	
	MR D La H De Villiers - <b>DeLa</b> Interested	
<b>5.</b>	<b>OPENING:</b> ICR open meeting with a prayer	
<b>6.</b>	<b>APPOVAL MINUTES OF PREVIOUS MEETING</b> The minutes are circulated in advance and are accepted	
<b>7.</b>	<b>MATTERS ARISING FROM THE MINUTES</b>	
<b>7.1</b>	<b>Ranger / guard:</b> RNL reports that she received many good comments with regards to the gatekeepers on MRNR Facebook. A proposal to send the guards at relief and other programs will be	

	discussed at the next meeting.		
<b>7.2</b>	<u>Main entrance gate / Cameras / Service Road</u>		
	: a) <u>Service Road LL</u> -Assessment has been prepared and laterite will be compacted in January 2017. b) <u>Toilet: RNL</u> -The municipality repaired the toilet door and the Advisory Council paid for the replacement of the fan. The Municipality cleans the tank on a weekly basis. c) <u>Building : AJL</u> - Will join architect for a quotation to enlarge main entrance gate.		
<b>7.3</b>	<u>Water Issues</u> : Point to be discussed in next meeting.		
<b>7.4</b>	<u>Hiking Trails</u> : <b>NF</b> Is working with specifications for the repair of footpaths.		
<b>7.5</b>	<u>Firebreaks</u> : <b>LL</b> state that <b>HDP</b> and <b>GP</b> is responsible for the day-to-day management of the reserve and is now involved in fire lanes. <b>NF</b> asked to buy hoes to facilitate their work.		
<b>7.6</b>	<u>Permits</u> : <b>RNL</b> - Most sales are done at the gate. Annual Report will be sent in January		
<b>7.7</b>	<u>Alien Plant Control</u> : Point to be discussed in next meeting.		
<b>7.8</b>	<u>Management Plan / funding External Entities</u> : <b>LL</b> – There cannot be a management plan budget, since it is not a capital expense. It should be chaired by the Planning and Economic Development Directorate and he should follow it.		
<b>7.9</b>	<u>Archives</u> : Point to be discussed in next meeting.		
<b>7.10</b>	<u>Rastas</u> : Point to be discussed in next meeting.		
<b>7.11</b>	<u>Fremco</u> : <b>DdeV</b> - Fremco received a sum of R260 000 and should pay a percentage to the Advisory Board. <b>NLB</b> will follow up.		
<b>7.12</b>	<u>Trail Run</u> : <b>GN</b> and <b>JVW</b> gave very positive feedback at of the event and according to <b>JVD</b> is the best routes in the Western Cape. Both the advisory board and running the Cape feel that the biodiversity of Mont Rochelle should be maintained and enjoy, and that nothing should be done to drive this ideal in the wheels.  <ul style="list-style-type: none"> <li>• the trails are generally good, but there are places that need to be addressed before winter..</li> <li>• Signage should be by Du Toit Kick there is assessed to fire a designation which indicates the beginning of the manganroete.</li> <li>• The bridge at the pump got loose beams .<b>JVW</b> is willing to help with the restoration.</li> </ul>		



## ANNEXURE 2

7.13	2017 : a tentative date is fixed for Saturday 18 November. A second group, Trevor Ball energy events, is also interested in organizing a trail run. It was decided that there should be conflict caused in the plan. If they are approached the opportunity will take place early in 2017.	
7.14	<u>Hangswewers:</u> Will stay on agenda .RNL will contact GB to hear if contact has been made with hangswewers.	
7.15	<u>Filming:</u> Point to be discussed in next meeting.	
8	<b><u>New Matters:</u></b>	
	No new matters	
9	<b><u>Next Meeting:</u></b>	
	The next meeting date still to be confirmed.	
	<b>CLOSURE OF MEETING</b> The meeting closed at 11:30	

.....  
Chairperson

.....  
Date

9.1.3	<b>QUARTERLY REPORT BY THE EXECUTIVE MAYOR: AUGUST 2016 UNTIL MARCH 2017</b>
-------	--

**1. PURPOSE OF THE REPORT**

To inform Council of the decisions taken by the Executive Mayor from August 2016 to March 2017.

**2. BACKGROUND**

In terms of the Municipal Structures Act 117 of 1998 Section 56 (5) it is stated that:

*“An Executive Mayor must report to the municipal council on all decisions taken by the Executive Mayor.”*

According to the Municipal Systems Act 60 (1)(b)

“(1) the following powers may, within policy framework determined by the municipal council be delegated to an executive committee or executive mayor only (b) the determination or alternation of the remuneration, benefits or other conditions of service of the municipal manager or managers directly responsible to the municipal manager.

**3. FINANCIAL IMPLICATIONS**

None.

**RECOMMENDED**

that Council note the decisions taken by the Executive Mayor as attached as **APPENDIX 1**.

<b>Meeting:</b>	7 <sup>th</sup> Council: 2017-03-29	<b>Submitted by Directorate:</b>	Office of the Executive Mayor
<b>Ref No:</b>		<b>Author:</b>	
<b>Collab:</b>		<b>Referred from:</b>	

## DELEGATIONS EXERCISED FOR PERIOD [AUG 2016 – MARCH 2017]

### EXECUTIVE MAYOR

DATE	Delegation	Category	Report Subject and Recommendations	Date Received	Date Resolved	Resolution and Comments (if any)
31/01/2017	110	IDP	Draft Annual Report	31/01/2017	31/01/2017	Approved
16/08/2016	110	FINANCE	S 71 monthly budget monitoring report for July 2016	16/08/2016	16/08/2016	Approved
14/09/2016	110	FINANCE	S 71 monthly budget monitoring report for Aug 2016	14/09/2016	14/09/2016	Approved
14/10/2016	110	FINANCE	S 71 monthly budget monitoring report for Sep 2016	14/10/2016	14/10/2016	Approved
14/11/2016	110	FINANCE	S 71 monthly budget monitoring report for Oct 2016	14/11/2016	14/11/2016	Approved
14/12/2016	110	FINANCE	S 71 monthly budget monitoring report for Nov 2016	14/12/2016	14/12/2016	Approved
16/01/2017	110	FINANCE	S 71 monthly budget monitoring report for Dec 2016	16/01/2017	16/01/2017	Approved
14/02/2017	110	FINANCE	S 71 monthly budget monitoring report for Jan 2017	14/02/2017	14/02/2017	Approved
20/10/2016	110	FINANCE	S 52 Quarterly budget monitoring report 1 <sup>st</sup> quarter 2016-17	20/10/2016	20/10/2016	Approved
25/01/2017	110	FINANCE	S 52 Quarterly budget monitoring report 2 <sup>nd</sup> quarter 2016-17	25/01/2017	25/01/2017	Approved

9.1.4	<b>QUARTERLY REPORT BY THE EXECUTIVE MAYOR: COUNCIL RECESS DECEMBER 2016</b>
-------	--

**1. PURPOSE OF THE REPORT**

To inform Council of the decisions taken by the Executive Mayor during the Council recess in December 2016.

**2. BACKGROUND**

In terms of the Municipal Structures Act 117 of 1998 Section 56 (5) it is stated that:

*“An Executive Mayor must report to the municipal council on all decisions taken by the Executive Mayor.”*

According to the Municipal Systems Act 60 (1)(b)

“(1) the following powers may, within policy framework determined by the municipal council be delegated to an executive committee or executive mayor only (b) the determination or alternation of the remuneration, benefits or other conditions of service of the municipal manager or managers directly responsible to the municipal manager.

At an urgent Council meeting on 2016-12-12 it was resolved that the Executive Mayor be authorised to extend an offer of employment as Municipal Manager to the preferred candidate, Ms G Mettler.

The Executive Mayor was further authorised to enter into an employment contract on behalf of Council with the successful candidate. Such employment contract to comply with the relevant legislative prescripts and that a suitable remuneration package as set out in the relevant notice for a grade 5 municipality, be negotiated within the approved budget. Further such remuneration is to include the payment of an annual performance bonus as part of the contract terms and conditions. The Executive Mayor was also authorised to submit a request for a waiver for the Upper Limits of Total Remuneration packages payable to Municipal Managers and Managers directly accountable to the Municipal Manager to both the Provincial MEC as well as the national CoGTA Minister.

When Council was in recess during December 2016, it became apparent that COGTA was not going to grant, or refuse, the applications for waivers in the foreseeable future. This would have forced Council to re-advertise for the position and to follow a complete new recruitment process, which would have led to financial loss for the Municipality. To not appoint the Municipal Manager would also have been detrimental to the Municipality and effective service delivery. In the set circumstances, the Executive Mayor then applied her mind and thereafter exercised the delegated authority given to her by Council.

**3. FINANCIAL IMPLICATIONS**

None

---

**RECOMMENDATIONS**

that Council note the decisions taken by the Executive Mayor as attached as **APPENDIX 1**.

<b>Meeting:</b> <b>Ref No:</b> <b>Collab:</b>	<i>7<sup>th</sup> Council: 2017-03-29</i>	<b>Submitted by Directorate:</b> <b>Author:</b> <b>Referred from:</b>	<i>Office of the Executive Mayor</i>
---	---	---	--------------------------------------

**DELEGATIONS EXERCISED FOR PERIOD [DEC 2016]****EXECUTIVE MAYOR**

<b>DATE</b>	<b>Delegation</b>	<b>Category</b>	<b>Report Subject and Recommendations</b>	<b>Date Received</b>	<b>Date Resolved</b>	<b>Resolution and Comments (if any)</b>
17/03/2017	1 and 5	HR	Extend offer of employment to Ms G Mettler	29/12/2016	29/12/2016	Accepted the offer

<b>9.2</b>	<b>REPORT BY THE MUNICIPAL MANAGER</b>
------------	--

NONE

<b>10.</b>	<b>CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER</b>
------------	---

<b>10.1</b>	<b>QUESTION BY COUNCILLOR LK HORSBAND (MS): FIRE STATION AT KLAPMUTS</b>
-------------	--

A Notice of Question, in terms of Section 38(2) of the Rules of Order regulating the Code of Conduct of Council and Council Committee meetings, dated 2017-03-14, was received from Councillor LK Horsband (Ms).

The said Question is attached as **APPENDIX 1** and the appropriate response as **APPENDIX 2**.

**FOR CONSIDERATION**

<b>Meeting:</b>	7 <sup>th</sup> Council: 2017-03-29	<b>Submitted by Directorate:</b>	Office of the Municipal Manager
<b>Ref No:</b>	3/4/1/4	<b>Author:</b>	MM: (Ms G Mettler)
<b>Collab:</b>		<b>Referred from:</b>	



Municipality - Munisipaliteit  
Stellenbosch  
14 MAR 2017  
Office of the Municipal Manager  
Kantoor van die Munisipale Eerw. Hoof

14 March 2017

The Single Whip  
Stellenbosch Municipal Council  
Plein Street  
STELLENBOSCH  
7600

MUNICIPALITY - MUNISIPALITEIT  
STELLENBOSCH  
14 MAR 2017  
OFFICE OF THE SPEAKER

Attention : Clr ~~W~~ Pietersen (Ms)

*M.H. C.H.*

Dear Whip

*M.H. C.H.  
MARCH*

RE NOTICE OF QUESTIONS TO SERVE AT THE ~~FEBRUARY~~ 2017 COUNCIL MEETING

**QUESTION NO 1**

Who and How was it decided to put the "Fire station " at the offices at the Klapmust Sports Field?

**MOTIVATION**

The community of Klapmust and the Klapmust Sports council were not consulted about this action by the Stellenbosch municipality to use the Offices at the Sports field to put up a Fire station. In this regard the municipality has now taken away community facilities which was constructed to benefit the Klapmust community.

**QUESTION NO 2**

When will Council get the investigation report done by KPMG on the TASK process?

**Motivation**

It is now almost a year since KPMG was appointed to do a forensic investigation on various allegations of fraud and corruption in the implementation of TASK at the Stellenbosch Municipality. In all likely wood more the R500 000 could have been spend on this investigation . As this costs of the investigation and payments done on TASK to staff is ratepayers moneys, Council is duty bound to know what the KPMG investigation report findings contain.

Regards

Clr L Horsband

*P.A. HERTZOG*





## MEMORANDUM

*Office of the Municipal Manager  
Kantoor van die Munisipale Bestuurder*

---

**To : SPEAKER**

**From : MUNICIPAL MANAGER**

**Date : 15 March 2017**

**RE : REPLY TO QUESTIONS IN TERMS OF SECTION 38 (12) OF THE  
RULES OF ORDER: FIRE STATION KLAPMUTS AND KPMG  
TASK PROCESS**

---

Dear Speaker,

With reference to the question received from Councilor D Hendrickse, submitted in terms of section 38 of the Rules of Order Regulating The Conduct of Council and Council Committee Meetings, dated 14 March 2017 herewith my reply in terms of section 38 (12):

**Question 1 :**

“Who and How was it decided to put the “ Fire Station” at the offices at the Klappmuts Sports Field? “

**Response**

The community was part of the IDP /Budget process, where this was discussed. We also had a meeting the with representatives of the Sporting body on 13 February, where the Municipal Manager and Director :Public safety and Community Services were present in order to address the concerns of the community.

**Question 2 :**

“When will Council get the investigation report done by KPMG on the TASK process?”

**Response**

A preliminary report from KPMG was received on the 16 March 2017. I am in process of obtaining an eternal legal opinion on the implementation of the recommendations. Once finalized, the report will be made available through the appropriate channels.

Regards

**GERALDINE METTLER  
MUNICIPAL MANAGER**

<b>10.2</b>	<b>QUESTION BY COUNCILLOR COUNCILLOR LK HORSBAND (MS): TASK PROCESS: INVESTIGATION REPORT BY KPMG</b>
-------------	---

A Notice of Question, in terms of Section 38(2) of the Rules of Order regulating the Code of Conduct of Council and Council Committee meetings, dated 2017-02-07, was received from Councillor DA Hendrickse.

The said Question is attached as **APPENDIX 1** and the appropriate response as **APPENDIX 2**.

**FOR CONSIDERATION**

<b>Meeting:</b>	7 <sup>th</sup> Council: 2017-03-29	<b>Submitted by Directorate:</b>	Office of the Municipal Manager
<b>Ref No:</b>	3/4/1/4	<b>Author:</b>	MM: (Ms G Mettler)
<b>Collab:</b>		<b>Referred from:</b>	



Municipality - Munisipaliteit  
Stellenbosch  
14 MAR 2017  
Office of the Municipal Manager  
Kantoor van die Munisipale Eerw. Hoof

14 March 2017

The Single Whip  
Stellenbosch Municipal Council  
Plein Street  
STELLENBOSCH  
7600

MUNICIPALITY - MUNISIPALITEIT  
STELLENBOSCH  
14 MAR 2017  
OFFICE OF THE SPEAKER

Attention : Clr ~~M~~ Pietersen (Ms)

*M H C.H*

Dear Whip

*M H C.H  
MARCH*

RE NOTICE OF QUESTIONS TO SERVE AT THE ~~FEBRUARY~~ 2017 COUNCIL MEETING

**QUESTION NO 1**

Who and How was it decided to put the "Fire station " at the offices at the Klapmust Sports Field?

**MOTIVATION**

The community of Klapmust and the Klapmust Sports council were not consulted about this action by the Stellenbosch municipality to use the Offices at the Sports field to put up a Fire station. In this regard the municipality has now taken away community facilities which was constructed to benefit the Klapmust community.

**QUESTION NO 2**

When will Council get the investigation report done by KPMG on the TASK process?

**Motivation**

It is now almost a year since KPMG was appointed to do a forensic investigation on various allegations of fraud and corruption in the implementation of TASK at the Stellenbosch Municipality. In all likely wood more the R500 000 could have been spend on this investigation . As this costs of the investigation and payments done on TASK to staff is ratepayers moneys, Council is duty bound to know what the KPMG investigation report findings contain.

Regards

Clr L Horsband

P.A. HERTZOG



## MEMORANDUM

*Office of the Municipal Manager  
Kantoor van die Munisipale Bestuurder*

---

**To : SPEAKER**

**From : MUNICIPAL MANAGER**

**Date : 15 March 2017**

**RE : REPLY TO QUESTIONS IN TERMS OF SECTION 38 (12) OF THE RULES OF ORDER: FIRE STATION KLAPMUTS AND KPMG TASK PROCESS**

---

Dear Speaker,

With reference to the question received from Councilor D Hendrickse, submitted in terms of section 38 of the Rules of Order Regulating The Conduct of Council and Council Committee Meetings, dated 14 March 2017 herewith my reply in terms of section 38 (12):

**Question 1 :**

“Who and How was it decided to put the “ Fire Station” at the offices at the Klappmuts Sports Field? “

**Response**

The community was part of the IDP /Budget process, where this was discussed. We also had a meeting with representatives of the Sporting body on 13 February, where the Municipal Manager and Director :Public safety and Community Services were present in order to address the concerns of the community.

**Question 2 :**

“When will Council get the investigation report done by KPMG on the TASK process?”

**Response**

A preliminary report from KPMG was received on the 16 March 2017. I am in process of obtaining an external legal opinion on the implementation of the recommendations. Once finalized, the report will be made available through the appropriate channels.

Regards

**GERALDINE METTLER  
MUNICIPAL MANAGER**

10.3	<b>MOTION BY COUNCILLOR DA HENDRICKSE: LAND AUDIT ON COUNCIL OWNED PROPERTIES</b>
------	---

A Notice of a Motion, dated 2017-02-07, was received from Councillor DA Hendrickse regarding a land audit on council owned properties.

The said Motion is attached as **APPENDIX 1**.

**FOR CONSIDERATION**

<b>Meeting:</b>	7 <sup>th</sup> Council: 2017-03-29	<b>Submitted by Directorate:</b>	Office of the Municipal Manager
<b>Ref No:</b>	3/4/1/4	<b>Author:</b>	MM: (Ms G Mettler)
<b>Collab:</b>		<b>Referred from:</b>	



Municipality - Munisipaliteit  
Stellenbosch

14 MAR 2017

Office of the Municipal Manager  
Kantoor van die Munisipale Bestuurder

14 March 2017

The Single Whip  
Stellenbosch Municipal Council  
Plein Street  
STELLENBOSCH  
7600

MUNICIPALITY - MUNISIPALITEIT  
STELLENBOSCH

14 MAR 2017

OFFICE OF THE SPEAKER

Attention : Clr <sup>M LH</sup> Pietersen (Ms)

Dear Whip

<sup>M LH</sup>  
MARCH

RE NOTICE OF MOTIONS TO SERVE AT THE ~~FEBRUARY~~ 2017 COUNCIL MEETING

**Motion NO 1**

That Council instruct the municipal Manager to appoint an independent to do a land Audit of all Stellenbosch Municipal owned properties and that the Municipal manager report back to Council by latest end of June 2017 on this matter.

This land Audit must include the following.

1. Properties occupied by the municipality for its own uses.
2. Properties leases and rented out including farms, buildings, flats and houses.
3. Lease and Rental rates.
4. Details of those renting and leasing municipal property including period for which they lease and rent.
5. Farms and properties leased and rented out to blacks

**MOTIVATION**


The schedule municipal properties should in any case be public document so that the public and Council knows what the property portfolio of the municipality consist of and how it is managed.

This Audit will also indicate how far the Stellenbosch municipalty has gone to address the skewed land ownership caused by the Apartheid regime.

Mover

  
Clr DA Hendrickse

Seconded

  
CLR. L. Houband

<b>10.4</b>	<b>MOTION BY COUNCILLOR DA HENDRICKSE: AUDIT ON ALL MUNICIPAL IMMOVABLE PROPERTIES FROM 1930 UNTIL PRESENT</b>
-------------	--

A Notice of a Motion, dated 2017-02-07, was received from Councillor DA Hendrickse regarding an Audit on all municipal immovable properties from 1930 until present.

The said Motion is attached as **APPENDIX 1**.

**FOR CONSIDERATION**

<b>Meeting:</b>	7 <sup>th</sup> Council: 2017-03-29	<b>Submitted by Directorate:</b>	Office of the Municipal Manager
<b>Ref No:</b>	3/4/1/4	<b>Author:</b>	MM: (Ms G Mettler)
<b>Collab:</b>		<b>Referred from:</b>	



Municipality - Munisipaliteit  
Stellenbosch

14 MAR 2017

Office of the Municipal Manager  
Kantoor van die Munisipale Bestuurder

14 March 2017

The Single Whip  
Stellenbosch Municipal Council  
Plein Street  
STELLENBOSCH  
7600

MUNICIPALITY - MUNISIPALITEIT  
STELLENBOSCH

14 MAR 2017

OFFICE OF THE SPEAKER

Attention : Clr ~~V~~ Pietersen (Ms)

Dear Whip

L.H  
MARCH

**RE NOTICE OF MOTIONS TO SERVE AT THE FEBRUARY 2017 COUNCIL MEETING**

**Motion NO 2**

That Council instruct the Municipal Manager to appoint an independent to do an Audit of all municipal immovable properties disposed of and acquired for the period 1930 till present date. That the Municipal manager Report Back to Council by June 2017 as the progress made on this audit and if it can be completed by end of December 2017.

This Audit to include the following:

1. List of all properties
2. Process followed to dispose and acquire properties
3. Identities of parties to these transactions
4. Selling and Purchase prices
5. List of properties transferred to the Stellenbosch University.
6. List and details all farms sold .
7. List and details of all plots sold in Technopark . Including who and how those were elected to be given exclusive options to acquire land in Technopark without tender processes.
8. List of title deed conditions and Farms and land sold.

**Motivation**

This audit will assist Council to determine if there was any corruption and fraud committed in how municipal own properties were disposed off or purchased.

It must also be established to what extent the Apartheid policies and the fall off apartheid regime were used to benefit the selected few whites to acquire municipal land without following due process.

Mover

*[Signature]*  
Clr DA Hendrickse

Seconded

*[Signature]*  
CLR. L. HORSBAND



11.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
12.	CONSIDERATION OF MOTION OF EXIGENCY
13.	CONSIDERATION OF REPORTS
13.1	CONSIDERATION OF REPORTS SUBMITTED BY THE SPEAKER
13.1.1	REPORT ON THE ESTABLISHMENT OF WARD COMMITTEES

#### 1. PURPOSE OF REPORT

To inform Council regarding the establishment of ward committees within the Stellenbosch Municipal area.

#### 2. BACKGROUND

Council at its 2<sup>nd</sup> Meeting held on 2016-10-05, resolved:

- “(a) that Council notes that, in terms of Section 73 of the Municipal Structures Act, Ward Committees must be established for each ward;*
- (b) that, in terms of the Municipality’s System of Delegations (72-75), Council designates the Speaker to facilitate the establishment of Ward Committees in line with the provisions and stipulations of the Municipal Structures Act and Council’s policy for the establishment of Ward Committees; and*
- (c) that the Speaker reports back to Council by the end of January 2017 on the progress of the establishment of the Ward Committees”.*

A further report was submitted to the 3<sup>rd</sup> Council meeting, dated 2016-10-26, where it was resolved as follows:

- “(a) that Council approves the recommendation that all ward committees be established according to the geographical electoral system in line with the consultation that was done with Ward Councillors on 17 October 2016;*
- (b) that Council takes note of the policy guidelines and procedures, as well as the communication activities and timelines outlined above; and*
- (c) that the election of ward committees may commence during the week of 12 January 2017”.*

---

### 3. DISCUSSION

#### 3.1 Establishment Notice

Stellenbosch Municipality as a category B Municipality, established in accordance with Section 9 (d) of the Local Government Municipal Structures Act, 1998, is compelled to implement a mayoral executive system combined with a ward participatory system (Chapter 4 of the Act).

#### 3.2 Policy Guidelines and Procedures for the establishment of Ward Committees

The Policy and Procedures for Ward Committees for the Stellenbosch Municipality has been approved by Council in October 2015, and is attached as **APPENDIX 1**. This policy stipulates that *“the municipality, after consultation with ward councillors, is to recommend to Council what type of election system to be used for each ward.”*

The composition of ward committees is guided by this policy, which stipulates that a ward committee will comprise of the Ward Councillor representing that ward and not more than 10 other persons elected through ward committee elections. It is required to publish a call for nominations for candidates for the ward committee elections in one or more of the local newspapers in the Stellenbosch Municipal area. Call for nominations were advertised in the local newspapers, namely Eikestad News and Boland Gazette. This was also extended to municipal notice boards, facilities, the online environment and cellular (SMS) communication.

#### 3.3 Legislative Framework

Section 152 of the Constitution places the participation of communities at the centre of service delivery and other matters of Local Government.

The Municipal Structures Act, No 117 of 1998 and the Municipal Systems Act, No 32 of 2000, provide the legislative framework for the establishment of Ward Committees.

In terms of section 72(3) of the Structures Act, the object of a ward committee is to enhance participatory governance.

Sect. 73 of the Structures Act states that:-

*“(1) If a metro or local council decides to have ward committees, it must establish a ward committee for each ward in the municipality.*

*(2) A ward committee consists of*

*(a) the councillor representing that ward in the council, who must also be the chairperson of the committee; and*

*(b) not more than 10 other persons.*

*(3) A metro or local council must make rules regulating*

*(a) the procedure to elect the subsection (2) (b) members of a ward committee, taking into account the need*

- 
- (i) *for women to be equitably represented in a ward committee; and*
  - (ii) *for a diversity of interests in the ward to be represented;*
  - (b) *the circumstances under which those members must vacate office; and*
  - (c) *the frequency of meetings of ward committees.*
- (4) *A metro or local council may make administrative arrangements to enable ward committees to perform their functions and exercise their powers effectively.”*

The term of office of the Ward Committee shall be determined by Council resolution in terms of Section 75 of the Municipal Structures Act.

### 3.4 Progress to date

At an All Ward Councillors' meeting held on 17 October 2016, consensus was reached regarding the type of model for the election of ward committee members to be used. All Councillors present indicated a preference for the geographical system.

A time-table was developed and was confirmed with each individual ward councillor.

Advertisements calling for nominations to ward committees have been developed with 22 December 2016 as closing date (See **APPENDIX 2**). In view of the poor response in respect of submissions of nomination forms for the respective wards a further extension for submission of nomination forms was advertised with different closing dates for submission of nomination forms as depicted in **APPENDIX 3**.

Ward Committee elections were held in all wards as per schedule as depicted in **APPENDIX 3** with the exception of wards 1 and 12. The elections for wards 12 was held on 08 February and the election for ward 01 on 15 February respectively. The reasons for rescheduling of these ward elections are amongst other as a result of claims that no proper communication was done to the communities concerned.

The attendance at the ward committee elections varied from very good to poor. A significant interest in the ward committee elections in Kayamandi was experienced with turnouts in each of these ward committee elections exceeding 100 persons present. It can be argued that there is a greater awareness of the need for public participation in the affairs of local government within the community of Kayamandi in comparison to the other areas within the Greater Stellenbosch.

It should be noted that not all ward committee elections over and above the problems with wards 1 and 12, were plain sailing. Members of the communities present at some of these elections questioned the credibility of the elections against the backdrop of the Council decision taken on 2016-10-26 and the advertisement placed contradicted each other (see **APPENDIX 2** in this regard – the issue of: *Nominations could be done sectoral and or geographical* has reference). This resulted in unhappiness

by some community members to the extent that appeals were lodged to the Speaker in this regard.

Outlined below is an indication of the number of ward committee members elected per ward.

WARD NUMBER	WARD COMMITTEE MEMBERS ELECTED	WARD NUMBER	WARD COMMITTEE MEMBERS ELECTED
1	7	12	10
2	7	13	10
3	8	14	10
4	5	15	10
5	9	16	7
6	9	17	6
7	8	18	8
8	3	19	7
9	7	20	4
10	7	21	7
11	7	22	4

It is evident from the above that wards 8, 20 and 22 have less than five members elected. In terms of Council Policy and Procedures for Ward Committees, Clause 15(2) & (3) outlines the process when a vacancy exists on a ward committee.

Clause 15(2) stipulates that:

*"... the ward committee may by a majority vote of the members present, fill the vacancy through a process of co-optation".*

Clause 15(3) further dictates:

*"The intention to fill a vacancy through a process of co-optation must be placed on the ward committee's agenda beforehand, which agenda must be circulated to members at least 7 days before the meeting".*

Various appeals were received relating to, inter alia, a lack of proper communication and accusations that Ward Councillors were selective in giving nomination forms to certain members within their constituencies. In view of the above a deviation from the Policy in respect of co-optation should be considered by Council.

#### 4. LEGAL COMMENT

The item is legally compliant.

#### 5. FINANCIAL COMMENT

The establishment of ward committees was budgeted for in the 2016/2017 financial year.

#### 6. CONCLUSION

Despite challenges faced, ward committees were established in all 22 wards. An achievement indeed seeing that not all ward committees were established during the two previous Councils.

A vote of thanks is hereby expressed to the following organisations, individuals and institutions:

- the representatives from the Western Cape Provincial Department Public Participation: Local Government who assisted in explaining the election process especially in the hotspot areas;
- the role of the persons recruited through the local office of the IEC and the local co-ordinator of IEC in Stellenbosch was pivotal in ensuring a credible election process;
- the Law Enforcement Division should be commended for the professional way in which they handled sometimes tense situations. The assistance with loud hailing on the days prior to the elections is also valued;
- the involvement of staff members – without singling out any names - who worked tirelessly behind the scenes and those responsible for logistical arrangements did not go unnoticed. The dedication, time and effort of staff members who assisted on the evenings of the ward committee elections are highly appreciated; and
- the role of the ward councillors from the start of the process and throughout is appreciated.

#### RECOMMENDED

- (a) that the completion of the ward committee elections, be noted;
- (b) that the current Policy and Procedures for Ward Committees be revised taking into consideration, amongst other, the geographical model implemented whereafter same be submitted to Council for consideration;
- (c) that a deviation from the Policy be allowed in respect of the co-option of members where vacancies exist within a ward;
- (d) that the Administration be commissioned to perform the following activities in respect of co-opting members within a ward where vacancies do exist:
  - (i) advertisements and pamphlets must be prepared inviting nominations for members to be co-opted to serve on the ward committee representing the applicable geographical area/s;
  - (ii) invitations for nominations per geographical area should also be placed on the municipal website;
  - (iii) that elections be held in those wards where more than one nomination for a vacancy/ies within the ward was received; and
  - (iv) that this process of co-option be finalised by end of May 2017 whereafter a report in this regard be submitted to Council.

<b>Meeting:</b>	<i>Council: 2016-10-26</i>	<b>Submitted by Directorate:</b>	<i>Corporate and Strategic Services</i>
<b>Ref No:</b>	<i>3/3/1/1</i>	<b>Author:</b>	<i>Act. Director: Strat &amp; Corp: (V Bowers)</i>
<b>Collab:</b>		<b>Referred from:</b>	



## STIGTING VAN WYKSKOMITEES EN UITNODIGING VIR NOMINASIES:

Na aanleiding van die suksesvolle plaaslike verkiesings Stellenbosch Munisipaliteit van voorneme is om wykskomitees te vestig in al 22 wyke soos bepaal deur Artikel 72, 73, 74 en 75 van die Wet op Plaaslike Regering: Munisipale Strukture Wet, 117 van 1998.

Die doel van 'n wykskomitee is om deelnemende demokrasie in plaaslike regering te bevorder:

### 'n Wykskomitee

- is 'n raadgevende liggaam sonder uitvoerende magte
- is onafhanklik
- is 'n verteenwoordigende struktuur van die wyk; en
- is onpartydig en voer sy funksie uit sonder vrees, guns of vooroordeel

### Kriteria vir verkiesing

- Om as 'n lid van 'n wykskomitee verkies te word, moet 'n persoon –
- 'n geregistreerde kieser in die betrokke wyk wees;
- nie 'n Raadslid van Stellenbosch munisipaliteit wees nie;
- nie 'n werker in diens van die munisipaliteit wees nie;
- moet nie vir meer as drie maande vanaf datum van nominasie agterstallig wees aan die munisipaliteit ten opsigte van belasting en dienste nie;
- moet nie iemand wees wat na Februarie 1997 skuldig bevind is aan 'n oortreding en gevolglik gevonnissen is vir 'n periode van nie minder as twaalf maande sonder die opsie van 'n boete nie; of
- moet nie iemand wees wat deur 'n geskikte hof tot 'n persoon met ongesonde verstand verklaar is nie.

Elke wykskomitee moet oor 'n maksimum van tien lede beskik wat die gemeenskap verteenwoordig.

### Hoe om 'n persoon te nomineer om te dien op 'n Wykskomitee:

- Nominasies kan sektor en / of geografies gedoen word.
- Nominasievorms sal beskikbaar wees op die Stellenbosch Munisipaliteit webwerf, [www.stellenbosch.gov.za](http://www.stellenbosch.gov.za), by biblioteke, wykskantore, GOP Kantore, 2de Vloer, Ecclesia Gebou,
- Voltooiende en getekende vorms moet teen **12h00 ingehandig word in 'n verseëelde koevert voor of op Donderdag, 22 Desember 2016** by die volgende punte:
  - Wykskantoor, Stiebeulstraat, Groendal, Franschhoek
  - Wykskantoor, Pins Afrika Avenue, Wemmershoek
  - Wykskantoor, Hoofstraat, Pniel Munisipale kantore
  - Wykskantoor, Idas Vallei Sportgronde, Bloekom Avenue, Idas Vallei
  - Wykskantoor, Idas Valley Biblioteek, Ou Helshoogte Pad, Idas Valley
  - Langstraat, oorkant Aan Het Pad Kliniek, Cloeteville
  - GOP/ PMS Kantoor, 2de Vloer, Ecclesia Gebou, Pleinstraat, Stellenbosch
  - Wykskantoor, Khayamandi Korridor, George Blake Ave, Stellenbosch
  - Wykskantoor, Klappmuts Sportgronde, Adamstraat, Klappmuts
  - Wykskantoor, Vlottenburg Primêre Skool, Vlottenburg Road
  - Wykskantoor, Pajero Avenue, Jamestown
- Die verseëelde koevert moet duidelik gemerk word aan die buitekant as "NOMINASIE WYKSKOMITEE" en die Wyk se nommer waarvoor die nominasie gemaak word.
- Ontvangserkenning sal uitgereik word aan die persoon wat die nominasievorm indien.
- E-posse sal aanvaar word. E-pos adres: [idp@stellenbosch.gov.za](mailto:idp@stellenbosch.gov.za)

## ESTABLISHMENT OF WARD COMMITTEES AND INVITATION FOR NOMINATIONS:

Following the successful local government elections Stellenbosch Municipality intends to establish Ward committees in all 22 wards as provided for by Sections 72, 73, 74 and 75 of the Local Government Municipal Structures Act, 117 of 1998.

The objective of a Ward Committee is to enhance participatory democracy in local government:

### A Ward Committee

- is an advisory body without any executive powers
- is independent
- is a representative structure of the ward; and
- is impartial and performs its functions without fear, favor or prejudice

### Election criteria

To be elected as a member of a ward committee, a person –

- must be a registered voter in the ward concerned;
- may not be a member of the Stellenbosch Town Council;
- may not work for the Stellenbosch Municipality;
- may not be in arrears to the Municipality for rates and services charges for a period of more than three months since the date of the nomination
- may not be someone who, after February 1997, have been convicted of an offence and sentenced to imprisonment without the option of a fine for a period of not less than twelve months; or
- may not be someone of unsound mind who have been declared so by a competent court.

Each ward committee should consist of a maximum of ten members representing the community.

### How to nominate a person to serve on a Ward Committee:

- Nominations could be done sectoral and/ or geographical.
- Nomination forms will be available on the Stellenbosch Municipality website, [www.stellenbosch.gov.za](http://www.stellenbosch.gov.za), at libraries, ward offices, and 2nd Floor, Ecclesia Building, Plein Street, Stellenbosch (IDP Office).
- Completed and signed forms must be submitted by **12:00 in a sealed envelope on or before Thursday, 22 December 2016** at the following venues:
  - Ward Office, Stiebeul Street. Groendal, Franschhoek
  - Ward Office, Pins Afrika Avenue, Wemmershoek
  - Ward Office, Main Street, Pniel Municipal Offices
  - Ward Office, Idas Valley Sportsgrounds, Bloekom Avenue, Idas Valley
  - Ward Office, Idas Valley Library, Ou Helshoogte Road, Idas Valley
  - Langstreet, opposite Aan Het Pad Clinic. Cloeteville
  - IDP/ PMS Office, 2nd Floor, Ecclesia Building, Plein Street, Stellenbosch
  - Ward Office, Khayamandi Corridor, George Blake Ave, Stellenbosch
  - Ward Office, Klappmuts Sport Ground, Adams Street, Klappmuts
  - Ward Office, Vlottenburg Primary School, Vlottenburg Road
  - Ward Office, Pajero Avenue, Jamestown
- The sealed envelope must be clearly marked on the outside as "NOMINATION WARD COMMITTEE" and the Ward Number for which the nomination is made.
- An acknowledgement of receipt will be issued to the person submitting the nomination form at the assigned locations.
- E-mailed nominations will be accepted. E-mail address: [idp@stellenbosch.gov.za](mailto:idp@stellenbosch.gov.za)

---

---

13.2	<b>CONSIDERATION OF REPORTS SUBMITTED BY THE EXECUTIVE MAYOR</b>
------	--

NONE

14.	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>
-----	--

(SEE PINK DOCUMENTATION)