



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/1/5

2020-06-09

NOTICE OF A SPECIAL MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY FRIDAY, 2020-06-12 AT 10:00

TO The Speaker, Cllr N Jindela [Chairperson]
The Executive Mayor, Ald G Van Deventer (Ms)
The Deputy Executive Mayor, Cllr WC Petersen (Ms)

COUNCILLORS	F Adams	MC Johnson
	FJ Badenhorst	DD Joubert
	FT Bangani-Menziwa (Ms)	N Mananga-Gugushe (Ms)
	Ald PW Biscombe	C Manuel
	G Cele (Ms)	NE Mcombring (Ms)
	PR Crawley (Ms)	XL Mdemka (Ms)
	A Crombie (Ms)	C Moses (Ms)
	Z Dalling (Ms)	RS Nalumango (Ms)
	R Du Toit (Ms)	N Olayi
	J Fasser	MD Oliphant
	A Florence	SA Peters
	AR Frazenburg	MM Pietersen
	E Fredericks (Ms)	WF Pietersen
	T Gosa	SR Schäfer
	E Groenewald (Ms)	Ald JP Serdyn (Ms)
	JG Hamilton	N Sinkinya (Ms)
	AJ Hanekom	P Sitshoti (Ms)
	DA Hendrickse	Q Smit
	JK Hendriks	LL Stander
	LK Horsband (Ms)	E Vermeulen (Ms)

Notice is hereby given in terms of Section 29, read with Section 18(2) of the *Local Government: Municipal Structures Act, 117 of 1998*, as amended, that a **SPECIAL MEETING** of the **COUNCIL** of **STELLENBOSCH MUNICIPALITY** will be held via **MS TEAMS** on **FRIDAY, 2020-06-12** at **10:00**.

SPEAKER
N JINDELA

A G E N D A
SPECIAL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2020-06-12

TABLE OF CONTENTS

1.	OPENING AND WELCOME	
2.	MAYORAL ADDRESS	
3.	COMMUNICATION BY THE SPEAKER	
4.	COMMUNICATION BY THE MUNICIPAL MANAGER	
5.	DISCLOSURE OF INTERESTS	
6.	APPLICATIONS FOR LEAVE OF ABSENCE	
7.	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING/S	
	The minutes of the following Council Meetings, refer:	
7.1	2020-02-26	7
7.2	2020-03-25	44
7.3	2020-05-27	58
8.	STATUTORY MATTERS	
8.1	SPECIAL ADJUSTMENTS BUDGET FOR 2019/2020	76
9.	REPORT BY THE MUNICIPAL MANAGER ON OUTSTANDING RESOLUTIONS	
	NONE (will be submitted at the next ordinary Council meeting)	
10.	ITEMS FOR NOTING	
10.1	REPORT/S BY THE EXECUTIVE MAYOR	
10.1.1	REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 9 MARCH 2020	153
10.1.2	REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: JANUARY 2020 TO MARCH 2020	161
10.1.3	DECISIONS OF THE EXECUTIVE MAYOR UNDER COVID DELEGATION (Item will be distributed under separate cover in due course)	165
10.2	REPORT/S BY THE SPEAKER	
	NONE	
10.3	REPORT/S BY THE MUNICIPAL MANAGER	
	NONE	
11.	ITEMS FOR CONSIDERATION FROM THE EXECUTIVE MAYOR OR MAYORAL COMMITTEE: [ALD. G VAN DEVENTER (MS)]	
11.1	COMMUNITY DEVELOPMENT AND PROTECTION SERVICES: [PC: CLLR R BADENHORST]	
	NONE	

ITEM	SUBJECT	PAGE
11.2	CORPORATE SERVICES: [PC: CLLR AR FRAZENBURG]	
	NONE	
11.3	FINANCIAL SERVICES: [PC: CLLR P CRAWLEY (MS)]	
	NONE	
11.4	HUMAN SETTLEMENTS: [PC: CLLR WC PETERSEN (MS)]	
	NONE	
11.5	INFRASTRUCTURE: [PC: CLLR Q SMIT]	
	NONE	
11.6	PARKS, OPEN SPACES AND ENVIRONMENT: [PC: CLLR XL MDEMKA (MS)]	
	NONE	
11.7	PLANNING, LOCAL ECONOMIC DEVELOPMENT AND TOURISM [PC: CLLR E GROENEWALD (MS)]	
	NONE	
11.8	RURAL MANAGEMENT: [PC: CLLR S PETERS]	
	NONE	
11.9	YOUTH, SPORTS AND CULTURE: [PC: CLLR M PIETERSEN]	
	NONE	
11.10	MUNICIPAL MANAGER	
	NONE	
12.	CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER	
12.1	MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): [CLLR WF PIETERSEN]	
12.1.1	CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY WASTE-MART (PTY) LTD	167
12.1.2	CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO EXTRA WORK DONE ON ELECTRICAL REPAIRS, FOR A COC, LA MOTTE BOSBOU COMMUNITY HALL	178
12.1.3	CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY AURECON SOUTH AFRICA (PTY) LTD: TEMPORARY RELOCATION AREA (TRA), WATERGANG, KAYAMANDI	211
12.1.4	CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO ALIEN VEGETATION CLEARING SERVICES THAT WERE RENDERED BY IMPENTHANA PROJECTS AND MAINTENANCE CC	216
12.1.5	CONSIDERATION OF EXPENDITURE INCURRED RELATING TO THE SUBSCRIPTION FEE FOR LPR CAMERAS FOR DECEMBER 2019 UNTIL MARCH 2020	250
12.1.6	CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY INTERWASTE (PTY) LTD	261
12.1.7	CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO THE EMPLOYEES' GROUP LIFE SOLUTIONS SCHEME WITH VERSO FINANCIAL SERVICES UNDER TENDER CGHR1/2015	279

ITEM	SUBJECT	PAGE
13.	REPORTS BY THE MUNICIPAL MANAGER	
13.1	INTERIM EMERGENCY EXPENDITURE REPORT IN RESPONSE TO THE COVID 19 PANDEMIC	306
14.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER	
	NONE	
15.	CONSIDERATION OF URGENT MOTIONS	
	NONE	
16.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER	
	NONE	
17.	REPORTS SUBMITTED BY THE SPEAKER	
	NONE	
18.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR	
	NONE	
19.	MATTERS TO BE CONSIDERED IN-COMMITTEE	
	(See IN-COMMITTEE Agenda --- to be distributed under separate cover in due course)	

AGENDA

SPECIAL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2020-06-12

1.	OPENING AND WELCOME
2.	MAYORAL ADDRESS
3.	COMMUNICATION BY THE SPEAKER
4.	COMMUNICATION BY THE MUNICIPAL MANAGER
5.	DISCLOSURE OF INTERESTS
6.	APPLICATIONS FOR LEAVE OF ABSENCE

7.	APPROVAL OF MINUTES OF PREVIOUS COUNCIL
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7.1	CONFIRMATION OF MINUTES: 2020-02-26
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The minutes of the Council Meeting: 2020-02-26 is attached as **APPENDIX 1**.

FOR CONFIRMATION

7.2	CONFIRMATION OF MINUTES: 2020-03-25
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The minutes of the Council Meeting: 2020-03-25 is attached as **APPENDIX 1**.

FOR CONFIRMATION

7.3	CONFIRMATION OF MINUTES: 2020-05-27
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The minutes of the Council Meeting: 2020-05-27 is attached as **APPENDIX 1**.

FOR CONFIRMATION

Council Minutes: 2020-02-26

STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref. no.3/4/1/5

2020-02-26

MINUTES

35TH MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

2020-02-26 AT 10:00

Detailed account of the meeting proceedings is available on audio recording, which is obtainable from The Municipal Manager's Office per Request for Information (RFI)

MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

2020-02-26

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
1.	OPENING AND WELCOME	
2.	MAYORAL ADDRESS	
3.	COMMUNICATION BY THE SPEAKER	
4.	COMMUNICATION BY THE MUNICIPAL MANAGER	
5.	DISCLOSURE OF INTERESTS	
6.	APPLICATIONS FOR LEAVE OF ABSENCE	
7.	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING	
7.1	The minutes of the 34 th Council Meeting: 2020-01-29	4
8.	STATUTORY MATTERS	
8.1	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JANUARY 2020	5
9.	REPORT BY THE MUNICIPAL MANAGER ON OUTSTANDING RESOLUTIONS	
	The report by the Municipal Manager re outstanding resolutions taken at previous meetings of Council is attached as APPENDIX 1	6
10.	ITEMS FOR NOTING	
10.1	REPORT/S BY THE EXECUTIVE MAYOR	
	NONE	7
10.2	REPORT/S BY THE SPEAKER	
	NONE	7
10.3	REPORT/S BY THE MUNICIPAL MANAGER	
10.3.1	VAN DER STEL SPORT FACILITY: REVIEW OF THE AGREEMENTS BETWEEN STELLENBOSCH MUNICIPALITY (WC024), STELLENBOSCH SPORT AND RECREATION ASSOCIATION (SSRA) AND VAN DER STEL SPORT COUNCIL	7
11.	ITEMS FOR CONSIDERATION FROM THE EXECUTIVE MAYOR OR MAYORAL COMMITTEE: [ALD. G VAN DEVENTER (MS)]	
11.1	COMMUNITY AND PROTECTION SERVICES: [PC: CLLR R BADENHORST]	
	NONE	9
11.2	CORPORATE SERVICES: [PC: CLLR AR FRAZENBURG]	
11.2.1	TASK IMPLEMENTATION POLICY	9
11.2.2	PROPOSED DISPOSAL OF ERF 718, KAYAMANDI TO THE PROVINCIAL GOVERNMENT OF THE WESTERN CAPE	11
11.2.3	APPLICATION FOR A LONG TERM LEASE AGREEMENT BETWEEN STELLENBOSCH MUNICIPALITY AND THE STELLENBOSCH FLYING CLUB: PORTION L OF FARM 502, STELLENBOSCH	12

ITEM	SUBJECT	
11.2.4	POSSIBLE DISPOSAL OF A PORTION OF ERF 23, FRANSCHHOEK TO THE FRANSCHHOEK METHODIST CHURCH	13
11.2.5	PROPOSED SETTLEMENT OFFER IN THE MATTER BETWEEN G.S. VAN NIEKERK N.O & OTHERS ("THE APPLICANTS") / STELLENBOSCH MUNICIPALITY ("THE MUNICIPALITY") WITH REGARD TO THE REVIEW APPLICATION INSTITUTED TO REMOVE THE ILLEGAL ENCROACHMENT AND BOUNDARY FENCES ON ERF 1771 STELLENBOSCH ("THE MILLSTREAM")	15
11.3	FINANCIAL SERVICES: [PC: CLLR P CRAWLEY (MS)]	
	NONE	17
11.4	HUMAN SETTLEMENTS: [PC: CLLR WC PETERSEN (MS)]	
11.4.1	PROPOSED DEVELOPMENT OF ERF 81/2 AND ERF 81/9, STELLENBOSCH, FOR BACKYARDERS OF STELLENBOSCH	17
11.5	INFRASTRUCTURE SERVICES: [PC: CLLR Q SMIT]	
	NONE	19
11.6	PARKS, OPEN SPACES AND ENVIRONMENT: [PC: CLLR XL MDEMKA (MS)]	
	NONE	19
11.7	PLANNING AND ECONOMIC DEVELOPMENT SERVICES [PC: CLLR E GROENEWALD (MS)]	
	NONE	19
11.8	RURAL MANAGEMENT AND TOURISM: [PC: CLLR S PETERS]	
	NONE	19
11.9	YOUTH, SPORT AND CULTURE: [PC: CLLR M PIETERSEN]	
	NONE	19
11.10	MUNICIPAL MANAGER	
	NONE	19
12.	CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER	
12.1	MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): [CLLR WF PIETERSEN]	
	NONE	19
13.	REPORTS BY THE MUNICIPAL MANAGER	
13.1	POLICY FOR THE IMPLEMENTATION OF AN AUXILIARY LAW ENFORCEMENT SERVICE FOR STELLENBOSCH MUNICIPALITY	20
13.2	POLICY ON EXTERNALLY FUNDED LAW ENFORCEMENT AND TRAFFIC OFFICERS	21
13.3	SECTION 78 (4) REPORT FOR THE PROVIDING OF SUFFICIENT PUBLIC PARKING	22
13.4	ACTING ARRANGEMENTS FOR THE MUNICIPAL MANAGER AND THE SECTION 56 MANAGERS WHEN THE MUNICIPAL MANAGER AND THE SECTION 56 MANAGERS ARE NOT AVAILABLE	25
14.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER	
14.1	MOTION BY COUNCILLOR DA HENDRICKSE: RETURN OF OWNERSHIP: HOSTELS IN KAYAMANDI	26
14.2	MOTION BY COUNCILLOR F ADAMS: FREE PARKING IN THE CBD	27
14.3	QUESTION BY COUNCILLOR DA HENDRICKSE: RETIREMENT DATE OF MR D LOUW: DIRECTOR: INFRASTRUCTURE	28

ITEM	SUBJECT	PAGE
14.4	QUESTION BY COUNCILLOR F ADAMS: UPPER LIMITS AND REMUNERATION OF THE MUNICIPAL MANAGER	29
14.5	QUESTION BY COUNCILLOR LK HORSBAND (MS): AMOUNT PAID TO ASLA: IDA'S VALLEY HOUSING PROJECT	30
14.6	QUESTION BY COUNCILLOR LK HORSBAND (MS): THE NUMBER OF MEMBERS IN THE IDA'S VALLEY COMMUNITY THAT ASLA SOLD HOUSES TO	31
15.	CONSIDERATION OF URGENT MOTIONS	
		32
16.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER	
		32
17.	REPORTS SUBMITTED BY THE SPEAKER	
	NONE	32
18.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR	
	NONE	32
19.	MATTERS TO BE CONSIDERED IN-COMMITTEE	
	(See Pink documentation)	

PRESENT	The Speaker, Cllr N Jindela [Chairperson] The Executive Mayor, Ald G Van Deventer (Ms) The Deputy Executive Mayor, Cllr WC Petersen (Ms)	
COUNCILLORS	F Adams FJ Badenhorst FT Bangani-Menziwa (Ms) (until 13:00) Ald PW Biscombe G Cele (Ms) PR Crawley(Ms) A Crombie (Ms) Z Dalling (Ms) R Du Toit (Ms) J Fasser A Florence (until 13:30) AR Frazenburg T Gosa E Groenewald (Ms) AJ Hanekom (until 13:00) DA Hendrickse JK Hendriks	MC Johnson DD Joubert N Mananga-Gugushe (Ms) XL Mdemka (Ms) C Moses (Ms) N Olayi SA Peters MM Pietersen WF Pietersen SR Schäfer Ald JP Serdyn (Ms) N Sinkinya (Ms) P Sitshoti (Ms) Q Smit LL Stander E Vermeulen

Officials:	Acting Municipal Manager (Ms A De Beer (Ms)) Chief Financial Officer (K Carolus) Infrastructure Services (D Louw) Director: Planning and Economic Development (T Mfeya) Director: Community and Protection Services (G Boshoff) Senior Manager: Governance (S de Visser (Ms)) Chief Audit Executive (F Hoosain) Manager: Secretariat (EJ Potts) Senior Administration Officer (B Mgcushe (Ms)) Committee Clerk (N Mbali (Ms)) Interpreter (J Tyatyeka)
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1.	OPENING AND WELCOME
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The Speaker, Cllr N Jindela, welcomed everyone present at the 35th Council meeting, and requested that a moment of silence be observed.

2.	MAYORAL ADDRESS
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“Goeiedag, Good Morning, Molweni, As-salaam Alaikum

- Condolences to family of Mr Andrew Crouzer who passed away earlier this month
 - Mr Crouzer was a Manager: Building Development, Planning & Economic Development section.
- On 21 Feb 2020, 19 new peace officers graduated from their training.

- Training was conducted by the Provincial Department of Community Safety.
- Officers are all from the greater Stellenbosch region
- They will be deployed with funding assistance from Cape Winelands District Funding in the near future
- Die afgelope tyd het ons 'n toename in klagtes gekry oor onwettige stortings
 - Beskou onwettige stortings in 'n baie ernstige lig, ongeag of dit tuinvullis of rommel is.
 - Ernstige beroep doen op elke inwoner om onwettige storting aan te meld die oomblik wat u dit sien gebeur!
 - Daar is 'n boetestelsel in plek vir sulke oortreders, mits ons hulle kan vastrek. Indien u enige persone sien wat onwettig op enige oop spasie vullis of enige soort rommel stort, kontak ons wetstoepassingseenheid onmiddellik deur 021 808 8890 te skakel.
- The Road Traffic Management Corporation, under the management of the National Department of Transport, is responsible for the issuing of notices that remind people to renew their motor vehicle licences.
 - Informed the municipality that notices will now longer be sent via the normal postal route. Motor vehicle owners can now register online to receive notices electronically.
 - It will allow residents to apply for motor vehicle licences online. For more information please visit our website.
 - Information booklet gives you step by step details on how you must go about using the NaTIS system.
 - Every driver is reminded to make sure of when their motor vehicle license expires.
 - Do not wait to the last minute to renew these documents.
- Maart is Menseregtemaand in Suid-Afrika en hierdie jaar herdenk ons 60 jaar sedert die protesoptogte teen die destydse Paswette op 21 Maart 1960.
 - 96 mense is dood tydens die optogte en 'n verdere 180 is gewond.
 - Hierdie dapper mense se opoffering het bygedra tot ons grondwet wat die hoeksteen van ons regte vorm.
 - Ons moet dit altyd koester en nooit as vanselfsprekend aanvaar nie.
 - Ons moet seker maak dat ons hierdie regte beskerm en eerbiedig om te verseker dat dit nooit van ons af weggeneem word nie.
- Woordfees skop af op 6 Maart 2020 tot 15 Maart 2020
 - Welkom aan al die besoekers wat van regoor die land en selfs die wêreld rys om die geleentheid by te woon.
 - Let daarop dat die fees wat regoor die Stellenbosch CBD asook by veneus buite die dorp plaasvind, 'n impak kan hê op verkeer.
 - Wil al ons inwoners aanmoedig om deel te neem aan die fees, wonderlike geleentheid wat kuns en kultuur bevorder en ook bydra tot ons plaaslike ekonomie.

Baie Dankie”.

3.	COMMUNICATION BY THE SPEAKER
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“Good morning to:

- The Executive Mayor, Advocate Gesie Van Deventer
- The Acting Municipal Manager, Ms. Annalene de Beer
- All other Aldermen and Alderwomen
- All Councillors
- All Directors and Staff members present
- Members of the Public and other dignitaries.

Let me Welcome you all **Back to Business** to the 35th Meeting of Council and the second one of the Year 2020.

The year 2020 for me is: The Year of Vision and Self Reflection –

- I therefore urged the Councillors who did already indicated their presence to attend the Councillors Computer Training scheduled for **12/13 March 2020** to not disappoint my office.
- Fellow Members of Council – It is important that we have your correct contact @ email details of All Councillors – please liaise with my office if your particulars have changed.
- Councillors regarding the **absence** of members from Council or Committee Meetings or the request to leave earlier – has now become a stumbling block. Please adhere to the rules as agreed or else I have to take drastic action against certain members.
- The Closing date for the Ward allocations is this coming **Friday 28 February 2020** – Ward Councillors please see to it that you comply.
- To the Church Community – Today the Church Community – start with the **Lent fast** – may they enjoy a blessed fasting till Passover.
- Madam Executive Mayor as we continue with our journey in life – let us pause and take a step back and reflect on the **Violence** of our men against our **Women and Children** in the fight of gender violence and may I refer to the tragic loss of life of little **Tasne van Wyk** – let us think of her and all other members of our different Communities in combatting this crime.

Birthdays

- For the month of March Councillor Rikus Badenhorst will be celebrating his birthday on 16 March.
Allow me to congratulate him on his birthday and may he enjoy this special day with his family.

We now move to the items on the Agenda / Ons beweeg nou na die items op die Agenda”.

4. COMMUNICATION BY THE MUNICIPAL MANAGER

None

5. DISCLOSURE OF INTERESTS

None

6. APPLICATIONS FOR LEAVE OF ABSENCE

6.1 The following applications for leave of absence were approved in terms of the Rules of Order By-law of Council:-

E Fredericks (Ms)	– 26 February 2020
JG Hamilton	– 26 February 2020
LK Horsband (Ms)	– 26 February 2020
NE Mcombring (Ms)	– 26 February 2020
RS Nalumango (Ms)	– 26 February 2020
Municipal Manager (Ms G Mettler)	– 26 February 2020

6.2 Permission was granted to the following Councillors to leave the meeting earlier:

Cllr FT Bangani-Menziwa (Ms)	– at 13:00
Cllr A Florence	– at 13:30
Cllr AJ Hanekom	– at 13:00

6.3 ABSENT

Cllr MD Oliphant

7. APPROVAL OF MINUTES OF PREVIOUS COUNCIL**7.1 CONFIRMATION OF MINUTES OF THE 34TH COUNCIL MEETING: 2020-01-29**

The minutes of the 34th Council Meeting: 2020-01-29 were **confirmed as correct**, subject to the notation on items 14.5 and 14.6 be amended to read as follows:

“It is noted that Cllr DA Hendrickse was not satisfied with the written response from the Municipal Manager. The Speaker RULED that Cllr DA Hendrickse is welcome to submit, in writing, a follow-up question”.

8.	STATUTORY MATTERS
8.1	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JANUARY 2020

Collaborator No: 8/1
 BUDGET KPA Ref No: Good Governance and Compliance
 Meeting Date: 26 February 2020

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JANUARY 2020

2. PURPOSE

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2019/2020 to report the deviations to Council.

3. DELEGATED AUTHORITY

Council for noting.

4. EXECUTIVE SUMMARY

Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy (2019/2020) stipulate that SCM deviations be reported to Council. In compliance thereto, this report presents to Council the SCM deviations that occurred during January 2020.

35TH COUNCIL MEETING: 2020-02-26: ITEM 8.1

NOTED

that there were no deviations for the month of January 2020.

FOR FURTHER DETAILS CONTACT:

NAME	Kevin Carolus
POSITION	CFO
DIRECTORATE	Finance
CONTACT NUMBERS	021 808 8528
E-MAIL ADDRESS	Kevin.Carolus@ Stellenbosch.gov.za
REPORT DATE	February 2020

9.	REPORT BY THE MUNICIPAL MANAGER RE OUTSTANDING RESOLUTIONS
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ITEM	Pg.	INPUT	Acting MM'S RESPONSE
<u>Cllr DA Hendrickse</u> Future use and maintenance of Council Heritage Buildings	62	This item is only at 30% completion while the resolution was taken nearly 3 years ago; It is most unsatisfactory.	Noted; an update will be provided at the next meeting.
<u>Cllr F Adams</u> Awarding of rights to the Local Economic Hubs	67	What progress has been made with resolving the dispute between the 2 beneficiaries?	A response will be provided at the next meeting.
Proposed service delivery in Jonkershoek	70	Clarity is needed on exactly what services are proposed for Jonkershoek	An update will be provided at the next meeting.
<u>Cllr P Sitshoti</u> Development of Zone 0	65	What is the status of assistance to the non-qualifiers?	Noted; an update will be provided at the next meeting.
<u>Cllr XL Mdemka</u> Undeveloped erven in Kayamandi	69	The slow progress with the tender process is unacceptable.	Noted; to be followed up

35TH COUNCIL MEETING: 2020-02-26: ITEM 9**NOTED**

The report by the Municipal Manager re outstanding resolutions taken at previous meetings of Council.

10.	ITEMS FOR NOTING
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10.1	REPORT/S BY THE EXECUTIVE MAYOR
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NONE

10.2	REPORT/S BY THE SPEAKER
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NONE

10.3	REPORT/S BY THE MUNICIPAL MANAGER
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10.3.1	VAN DER STEL SPORT FACILITY: REVIEW OF THE AGREEMENTS BETWEEN STELLENBOSCH MUNICIPALITY (WC024), STELLENBOSCH SPORT AND RECREATION ASSOCIATION (SSRA) AND VAN DER STEL SPORT COUNCIL
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 26 February 2020

1. SUBJECT: VAN DER STEL SPORT FACILITY: REVIEW OF THE AGREEMENTS BETWEEN STELLENBOSCH MUNICIPALITY (WC024), STELLENBOSCH SPORT AND RECREATION ASSOCIATION (SSRA) AND VAN DER STEL SPORT COUNCIL

2. PURPOSE

To inform Council on the progress of the Council Resolutions of *Item 12.2 (b, c, d and e)*, Van der Stel Sport Facility: Review of the Agreements between Stellenbosch Municipality (WC024), Stellenbosch Sport and recreation Association (SSRA) and Van der Stel Sport Council.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

At the 29th Council meeting, held on 27 July 2019 the following decisions were taken regarding the Van der Stel Sport Facility:

- (a) that the draft MOU between the Stellenbosch Municipality and the SSRA be approved for a six month period;
- (b) that, upon the dissolution of the lease agreement between the SSRA and Van der Stel Sports Council, the Director: Community and Protection Services be mandated to conclude a lease agreement, 1 line with a rental amount in line with relevant tariffs for rental of municipal property, as amended, from time to time.

- (c) that Council agrees that the Community Services review the Sport Policy and Facilities Management Model (Plan), in consultation with the SSRA
- (d) that Council notes that the Municipality will appoint a service provider to conduct a forensic audit of the financial (accounts), operational systems and processes in operation at the Van der Stel Sport Club; and that the Senior Manager: Community Services report back to Council on the forensic investigation's outcome;
- (e) that Council notes that the Community Services Department will commence with the process to develop an alternative management model for the Van der Stel Sport facility, in consultation with the SSRA
- (f) 6 that a separate report on the outstanding debt of Area Sport Councils be submitted to the next Council Meeting.

The progress on the resolution is discussed under 6.2. A further report will be submitted to the March 2020 round of meetings.

35TH COUNCIL MEETING: 2020-02-26: ITEM 10.3.1

NOTED

the progress report on the agreements re: Van der Stel Sport facility.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Garth Abrahams</i>
POSITION	<i>Manager: Recreation, Sport and Halls</i>
DIRECTORATE	<i>Community and Protection Services</i>
CONTACT NUMBERS	<i>021 808 8166</i>
E-MAIL ADDRESS	<i>garth.abrahams@stellenbosch.gov.za</i>
REPORT DATE	<i>17/02/2020</i>

11.	ITEMS FOR CONSIDERATION FROM THE EXECUTIVE MAYOR OR MAYORAL COMMITTEE: [ALD. G VAN DEVENTER (MS)]
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11.1	COMMUNITY AND PROTECTION SERVICES: (PC : CLLR FJ BADENHORST)
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NONE

11.2	CORPORATE SERVICES: (PC: CLLR AR FRAZENBURG)
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11.2.1	TASK IMPLEMENTATION POLICY
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

12 February 2020

1. SUBJECT: TASK IMPLEMENTATION POLICY

2. PURPOSE

To recommend to MAYCO and COUNCIL that the TASK IMPLEMENTATION POLICY be approved.

3. DELEGATED AUTHORITY

The delegated authority for the approval of policies is Council.

4. EXECUTIVE SUMMARY

The TASK Implementation Policy was initially tabled at the Local Labour Forum Meeting of 23 January 2019. This policy document was referred by the Local Labour Forum to the Human Resources Development Sub-Committee for consultation with the Labour Unions. The Human Resources Development Sub-Committee could only commence with discussions of this policy on the 09th of September 2019, and discussions were finalized on the 14th of October 2019 for re-submission to the Local Labour Forum for adoption and Council for approval.

SAMWU requested an opportunity for further inputs at the LLF of 28 October 2019. The parties considered these further inputs at the Human Resources Development Sub-Committee meeting of 18th of November 2019 and finalized discussions at the Human Resources Development Sub-Committee meeting of the 16th of January 2020, and submitted a final draft to the LLF meeting on 27th January 2020 (postponed to 3rd February 2020) where it was adopted for recommendation to Mayco and Council for final approval.

The TASK Implementation Policy sets out the process in how job descriptions are evaluated, and the outcome implemented. The lack of such a policy was part of the reason why the implementation process that took place when TASK was first introduced in the organisation lead to so much unhappiness.

The policy was drawn up based on guidelines provided by SALGA and on the policies of municipalities that are situated in the District and therefore forms part of the evaluation unit for the District.

35TH COUNCIL MEETING: 2020-02-26: ITEM 11.2.1

RESOLVED (majority vote)

that the TASK Implementation Policy be approved.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; FT Bangani-Menziwa (Ms); DA Hendrickse; N Mananga-Gugushe (Ms); C Moses (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	Director
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 – 808 8018
EMAIL ADDRESS	Annalene.deBeer@ Stellenbosch.gov.za
REPORT DATE	4 th February 2020

11.2.2	PROPOSED DISPOSAL OF ERF 718, KAYAMANDI TO THE PROVINCIAL GOVERNMENT OF THE WESTERN CAPE
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Collaborator No:

DP KPA Ref No:

Meeting Date:

Good Governance and Compliance

12 February 2020

1. SUBJECT: PROPOSED DISPOSAL OF ERF 718, KAYAMANDI TO THE PROVINCIAL GOVERNMENT OF THE WESTERN CAPE

2. PURPOSE

To obtain Council's final approval for the disposal of erf 718, Kayamandi, to the Provincial Government of the Western Cape, to enable them to extend the existing clinic in Kayamandi.

3. DELEGATED AUTHORITY

For decision by the Municipal Council.

4. EXECUTIVE SUMMARY

On 2019-08-28 Council considered an application from the Provincial Government of the Western Cape to acquire erf 718, Kayamandi.

Council approved, in principle, that erf 718 be disposed of to the Provincial Government, subject to certain conditions, and subject thereto that Council's intention so to act be advertised for public inputs/objections. A notice to this effect was published. No inputs/objections were received. Council must now make a final determination in this regard.

35TH COUNCIL MEETING: 2020-02-26: ITEM 11.2.2

RESOLVED (majority vote)

- (a) that Council takes note of the fact that no inputs/objections were received, following the public notice period;
- (b) that it is confirmed that Erf 718 Kayamandi was identified as land not needed to provide the minimum level of basic municipal services;
- (c) that Council approves the disposal of Erf 718 Kayamandi to the Provincial Government of the Western Cape free of charge as it will be used for the greater good of the community and it is disposed of to the Provincial Government; and
- (d) that the disposal is subject to the following conditions:
 - i) that the Provincial Government be responsible for the rezoning and consolidation of Erf 718;
 - ii) that all costs associated with the transfer, including the cost of obtaining vacant occupation, be for the account of the Provincial Government; and
 - iii) that a fall-back clause be registered against the title deed if the property is no longer used for clinic/community health purposes.

11.2.3	APPLICATION FOR A LONG TERM LEASE AGREEMENT BETWEEN STELLENBOSCH MUNICIPALITY AND THE STELLENBOSCH FLYING CLUB: PORTION L OF FARM 502, STELLENBOSCH
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

GOOD GOVERNANCE

12 February 2020

1. SUBJECT: APPLICATION FOR A LONG TERM LEASE AGREEMENT BETWEEN STELLENBOSCH MUNICIPALITY AND THE STELLENBOSCH FLYING CLUB: PORTION L OF FARM 502, STELLENBOSCH

2. PURPOSE

The purpose of this report is to consider an application from the Stellenbosch Flying Club to enter into a long term lease agreement with the club.

3. DELEGATED AUTHORITY

The Municipal Council must consider the matter.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality concluded a Lease Agreement with the Stellenbosch Flying Club on 10 February 1992, which agreement is due to expire on 21 March 2021. They have requested that the Lease Agreement be renewed for another 30-year term. The Lease Agreement does not have a provision dealing with a renewal and therefore it is suggested that a new agreement be entered into should Council approve of the request for a long-term lease. If Council decide to enter into a private treaty the intention to enter into the long term lease must be advertised for public inputs/objections/alternative proposals. The Stellenbosch Airfield has been operating since the early 1900's and over time the required infrastructure and services to operate an airfield of this nature has been acquired. For the purpose of this report, it is assumed that the property falls within this category, value in excess of R10M. According to the General Valuation of 2017 the total Municipal valuation of the property is R20,339 million including a business category portion valued at R17,519 million. For that reason a section 35 public participation process needs to take place before the Council can make an in principle decision on the request and for that reason a draft information statement is attached for approval .

35TH COUNCIL MEETING: 2020-02-26: ITEM 11.2.3

RESOLVED

that this item be referred back, and be submitted at the next Council meeting.

FOR FURTHER DETAILS CONTACT:

NAME	Piet Smit
POSITION	<i>Manager: Property Management</i>
DIRECTORATE	<i>Corporate Services</i>
CONTACT NUMBERS	021-8088189
E-MAIL ADDRESS	Piet.smit@stellenbosch.gov.za
REPORT DATE	2019-12-17

5.2 that Council's intention to dispose of the property under the provisions set out above, be advertised for **public inputs/objections/alternative proposals** as provided for in par 9.2.2.1 of the Property Management Policy; and

5.3 that, following the public participation process, the matter be submitted to Council to make a final decision on the disposal, or not."

Following the above decision two (2) independent valuers have been appointed to do a valuation and the proposed disposal was advertised for public comment/inputs.

The intended disposal was advertised and the closure of the inputs was 11 July 2019. No inputs or comments were received. The valuation reports are attached as **APPENDICES 3 and 4**.

The return item served before Mayco in November 2019 and was referred back to get a valuation of the property from the valuer responsible for valuations for rates valuations. The valuation report is attached as **APPENDIX 5**.

Council must now make a final determination in this regard.

35TH COUNCIL MEETING: 2020-02-26: ITEM 11.2.4

RESOLVED (majority vote)

- (a) that Council takes note of the fact that no public inputs/objections/alternative proposals were received; and
- (b) that Council does not to dispose of the land indicated in Fig 3 to the Franschoek Methodist Church at this stage.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; FT Bangani-Menziwa (Ms); DA Hendrickse; N Mananga-Gugushe (Ms); C Moses (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.

FOR FURTHER DETAILS CONTACT:

NAME	ANNALENE DE BEER
POSITION	DIRECTOR
DIRECTORATE	Corporate services
CONTACT NUMBERS	021-8088018
E-MAIL ADDRESS	Annalene.deBeer@ Stellenbosch.org.za
REPORT DATE	2020-02-07

11.2.5	PROPOSED SETTLEMENT OFFER IN THE MATTER BETWEEN G.S. VAN NIEKERK N.O & OTHERS (“THE APPLICANTS”) / STELLENBOSCH MUNICIPALITY (“THE MUNICIPALITY”) WITH REGARD TO THE REVIEW APPLICATION INSTITUTED TO REMOVE THE ILLEGAL ENCROACHMENT AND BOUNDARY FENCES ON ERF 1771 STELLENBOSCH (“THE MILLSTREAM”)
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

GOOD GOVERNANCE

12 February 2020

- SUBJECT: PROPOSED SETTLEMENT OFFER IN THE MATTER BETWEEN G.S. VAN NIEKERK N.O & OTHERS (“THE APPLICANTS”) / STELLENBOSCH MUNICIPALITY (“THE MUNICIPALITY”) WITH REGARD TO THE REVIEW APPLICATION INSTITUTED TO REMOVE THE ILLEGAL ENCROACHMENT AND BOUNDARY FENCES ON ERF 1771 STELLENBOSCH (“THE MILLSTREAM”)**

- PURPOSE**

To consider the settlement proposal submitted by the Applicants to settle the dispute between the Applicants and the Municipality in the case G.S. Van Niekerk N.O & Others (“the Applicants”) / Stellenbosch Municipality (“the Municipality”) – Case number 8473/2019.

- DELEGATED AUTHORITY**

FOR DECISION BY COUNCIL

Council resolved to have the fences removed and although the Municipal Manager, in consultation with the Executive Mayor, has delegated authority to settle court matters out of court they felt it appropriate in this instance to bring the matter to Council for approval due to the Council resolution.

- EXECUTIVE SUMMARY**

One of the owners affected by the council resolution removed his fence in accordance with the resolution. One of the owners requested the Municipality to remove the fence and that the costs will be paid to the municipality from the proceeds of the sale of the house. A contractor has been appointed to do the work and the costs of approximately R64 000 will be recovered from the owner. Two of the owners took the council resolution on review and the matter is set down for a hearing in May 2020. The applicants in the court matter are proposing a settlement of the matter. There are consultations with the last owner’s attorneys on the process to comply with the order.

The Applicants instituted review proceedings against Stellenbosch Municipality’s resolution of 31 October 2018, which resolved that the owners be instructed to demolish all structures/boundary fences impeding public access to the Millstream, and to move any and all boundary fencing to their own erf boundaries, within a period of 3 (three) months of receipt of the notice (“the Council resolution”), be reviewed and set aside. Furthermore, that the decision of the Municipality on or about 22 November 2018, alternatively on or about 14 May 2019, to issue notices pursuant to the Council’s resolution to the First to Fourth Applicants and the Fifth to Seventh Applicants, respectively (“the decision to issue the notices”), be reviewed and set aside. One of the Applicants prayers is that the Municipality pay the Applicants costs of the application, including costs of two counsel. The proposals are attached as **Appendix 1**.

The item served before Mayco in January 2020, but was referred back for the Community Services Department to provide a report on the trees:

- a) Are the trees worth protecting?
- b) Are the measures proposed practical and within measure?
- c) Is there any other manner to protect the trees?

The department provided an updated report attached as **APPENDIX 2**.

35TH COUNCIL MEETING: 2020-02-26: ITEM 11.2.5

RESOLVED (majority vote with abstentions)

- (a) that Council does not accept the settlement offer made by the Applicants;
- (b) that Council undertakes to make alternative arrangements to protect the trees on council property that were pointed out by the Applicants, in line with the recommendations by the Senior Manager: Community Services in Appendix 2; and
- (c) that the Senior Manager: Community Services submits a report to the section 80 Committee for the potential upgrade and cost thereof of the Millstream area.

Councillor F Adams requested that his vote of dissent be minuted.

NAME	MERVIN WILLIAMS
POSITION	SENIOR LEGAL ADVISOR
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021 808 8674
E-MAIL ADDRESS	mervin.williams@stellenbosch.gov.za
REPORT DATE	13 January 2020

11.3	FINANCIAL SERVICES: [PC: CLLR P CRAWLEY (MS)]
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NONE

11.4	HUMAN SETTLEMENTS: (PC: CLLR WC PETERSEN)
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11.4.1	PROPOSED DEVELOPMENT OF ERF 81/2 AND ERF 81/9, STELLENBOSCH, FOR BACKYARDERS OF STELLENBOSCH
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Collaborator No: 653153
IDP KPA Ref No:
Meeting Date: 12 February 2020

1. SUBJECT: PROPOSED DEVELOPMENT OF ERF 81/2 AND ERF 81/9, STELLENBOSCH, FOR BACKYARDERS OF STELLENBOSCH

2. PURPOSE

To provide feedback on Resolution (a) of item 7.4.1 "Proposed Development of Erf 81/2 and Erf 81/9, Stellenbosch for Backyarders of Stellenbosch" which served before 29th Council Meeting.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

A consulting firm was appointed to undertake a feasibility study in accordance with Resolution (a) of item 7.4.1 of the 29th Council Meeting.

Resolution (a)

"that a feasibility study as a matter of urgency must be concluded to determine the exact extent of the developable area".

The consulting firm was appointed in late November 2019 and had very little time to undertake the studies required for the feasibility report, as most companies are closed over the festive period. Therefore only a progress report can be submitted to Council for information. **See APPENDIX A.**

In essence the draft findings of the report are as follows:

- 4.1. The progress report confirms that there are several constraints impacting on the developable area.
- 4.2. The progress report proposes multi storey buildings (3 to 4 storey walkups) because the developable area is significantly reduced by the abovementioned constraints.

The Consultants are currently busy with firming up the project cost for this proposal and that the figure quoted at the end of the attached document are indicative and for discussion purposes only.

35TH COUNCIL MEETING: 2020-02-26: ITEM 11.4.1**RESOLVED** (majority vote)

- (a) that the progress report be noted;
- (b) that Council approves in principle the development proposal as set out in the draft feasibility study;
- (c) that the Municipal Manager is authorised to undertake a process towards entering into Land Availability Agreements with competent Social Housing Institutions (SHI's) or Other Development Agencies (ODA's);
- (d) that a Smart Partnership and a Land Availability Agreement be entered into with the successful accredited Social Housing Institution (SHI) or Other Development Agency (ODA); and
- (e) that the proposed base criteria which need to be met by a viable Social Housing Institution, be noted.

The following Councillors requested that their votes of dissent be minuted:

FT Bangani-Menziwa (Ms); DA Hendrickse; N Mananga-Gugushe (Ms); C Moses (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.

11.5	INFRASTRUCTURE SERVICES: (PC: CLLR Q SMIT)
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NONE

11.6	PARKS, OPEN SPACES AND ENVIRONMENT: (PC: XL MDEMKA (MS))
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NONE

11.7	PLANNING AND ECONOMIC DEVELOPMENT: (PC:CLLR E GROENEWALD (MS)
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NONE

11.8	RURAL MANAGEMENT AND TOURISM: (PC: CLLR S PETERS)
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NONE

11.9	YOUTH, SPORT AND CULTURE: (PC: CLLR M PIETERSEN)
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NONE

11.10	MUNICIPAL MANAGER
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NONE

12.	CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER
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12.1	MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): [CLLR WF PIETERSEN]
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NONE

13.	REPORTS BY THE MUNICIPAL MANAGER
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13.1	POLICY FOR THE IMPLEMENTATION OF AN AUXILIARY LAW ENFORCEMENT SERVICE FOR STELLENBOSCH MUNICIPALITY
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Collaborator No:
IDP KPA Ref No:
Meeting Date:

1. SUBJECT: POLICY FOR THE IMPLEMENTATION OF AN AUXILIARY LAW ENFORCEMENT SERVICE FOR STELLENBOSCH MUNICIPALITY

2. PURPOSE

To obtain Council's approval for implementation of the policy on an Auxiliary Law Enforcement Service within the Greater Stellenbosch Municipality.

3. DELEGATED AUTHORITY

For decision by the Municipal Council.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality encompasses a vast jurisdiction which includes Franschhoek, Klapmuts, Pniel, Kylemore, Raithby and Jamestown. Enforcing municipal bylaws and preventing criminal activity through active visible policing is putting a big strain on the municipal budget. The continued escalation in crime has further heightened the pressure on local law enforcement and municipal traffic services.

This is borne out by the public outcry for help against rising crime in all communities. In order to extend the fight against crime to the community's themselves, the municipality has crafted a draft policy on the creation of a volunteer auxiliary law enforcement service. It is envisaged that the additional law enforcement contingent will improve the municipality's ability to stem the rise in crime experienced in local communities.

The policy was out for public comment and advertised from the 14th October 2019 till the 25th November 2019. No comments were received.

35TH COUNCIL MEETING: 2020-02-26: ITEM 13.1

RESOLVED (majority vote)

that Council approves the Policy for an Auxiliary Law Enforcement Service for Stellenbosch Municipality.

Councillor DA Hendrickse requested that his vote of dissent be minuted.

13.2	POLICY ON EXTERNALLY FUNDED LAW ENFORCEMENT AND TRAFFIC OFFICERS
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Collaborator No:
IDP KPA Ref No:
Meeting Date:

1. SUBJECT: POLICY ON EXTERNALLY FUNDED LAW ENFORCEMENT AND TRAFFIC OFFICERS

2. PURPOSE

To obtain Council's approval for implementation on the policy on Externally Funded Law Enforcement and Traffic Officers for the Stellenbosch Municipality.

3. DELEGATED AUTHORITY

For decision by the Municipal Council

4. EXECUTIVE SUMMARY

Stellenbosch Municipality comprises of a vast area which includes the towns of Stellenbosch and Franschhoek, as well as the smaller settlement nodes of Klapmuts, Pniel, Kylemore, Raithby and Jamestown. This poses significant challenges to the municipality in terms of its mandate to provide a Traffic and Law Enforcement Service to all these communities. Add to this the annual influx of tens of thousands of university students into central Stellenbosch, the resultant congestion and "over-crowding" tends to cause major traffic and law enforcement challenges for the relevant departments.

The current staff component of the Protection Services Department (Law Enforcement, Traffic Services and Fire Services) is not adequate to provide a quality service to all communities through visible policing. This proposed policy provides private business and non-governmental organisations with the opportunity to partner with the municipality to fund the employment of additional law enforcement and traffic officials in designated areas where crime and traffic congestion has become a challenge.

The policy was out for public comment and advertised from the 14th October 2019 till the 25th November 2019. One comment was received from Cllr Mcombring to *include as part of requirements: NC (V) L4 FET Certificate*, and will be considered.

35TH COUNCIL MEETING: 2020-02-26: ITEM 13.2

RESOLVED (majority vote)

that Council approves the Policy on Externally Funded Law Enforcement and Traffic Officers.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; FT Bangani-Menziwa (Ms); DA Hendrickse; N Mananga-Gugushe (Ms); C Moses (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.

13.3	SECTION 78 (4) REPORT FOR THE PROVIDING OF SUFFICIENT PUBLIC PARKING
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

1. SUBJECT: SECTION 78 (4) REPORT FOR THE PROVIDING OF SUFFICIENT PUBLIC PARKING

2. PURPOSE

To report to Council in term of a Section 78(4) report on the Section 78(3) investigation into providing of sufficient parking in the Greater Stellenbosch Municipal Area.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Council has commenced with the upgrading of parking provision. Due to service of parking provision being a Local Government Competence in terms of The Constitution a Section 78 Assessment process needs to be followed. Council has commenced with the Section 78(1) approach and in February of 2018 Council has decided to also look at the provision of parking via an external mechanism due to the high costs involved in provide parking garage type parking.

The Section 78(3) process is now complete and the following deals with the assessments of External Mechanisms of Parking provision.

It is however very important to note that parking is firmly integrated with various other transport related functions to be provide, which includes, Traffic Flow management, Public Transport Creation and Management, Non-Motorised transport such as walking, cycling, wheel chair transport and small wheel methods of transport such as role skates, skateboard, scooters and lastly also creating areas which promotes walking rather than using vehicles such as the Transit Oriented Development areas. The provision and sizing of parking must relies heavily on the speed at which cars can park and leave again and the proximity of parking with, as many as possible, other modes of transport.

In the assessment of providing parking through an external mechanism (Annexure B), the placement and quantity of parking has been seriously considered. In addition, it is important that the speed of absorption of vehicles is of primary importance to negate traffic jams in especially primary routes such as Bird -, Dorp and Piet Retief streets. The cost of parking is very high and the provision of the average parking bay within a parking garage is estimated at R150 000 per vehicle. Parking Garage are chosen due to the smaller footprint of such a parking mechanism.

Assessments have indicated that the provision of Parking Garages through an external mechanism such as a private company through a Build, Own, Operate and Transfer (BOOT) mechanism takes away most of the Risk from the Municipality and also provide parking at a reasonable cost to the public.

It is also true that the cost of providing a total solution is not within the reach of Stellenbosch Municipality and needs to be a synchronised exercise between National Government, Provincial government, SANRAL, PRASA in order to provide proper Public Transport and proper capacity of the major feeder routes into Stellenbosch.

A start with the solution can however commenced with. It is therefore proposed that Parking Garages be provided through an External Mechanism at the Municipal parking next to Eikestad Mall and at Techno Park. This has been chosen due to speed of absorption of vehicles required and close proximity to various public transport facilities in the case of Van der Stel, and the severe lack of public transport at Techno Park, but still an important parking provision hub in future.

It is further proposed that were open one level of parking is to be provided, extended or formalised, that this be done on an internal mechanism. Existing parking areas at the Hoffman Road (Dennesig Parking), Du Toits Road (Aandklas), parking at Mosque & Church next to Bird Street, north of Pick 'n Pay, back of Municipal Court in Stellenbosch and the Old Tennis Courts at Franschhoek be upgraded. It is also proposed the provision of parking spaces at space bounded by Borchard Road, Andringa Street and Banhoek Road as well as the space bounded by Jan Cilliers Road, Ds Botha Road and Muller Road be investigated and implemented.

It is expected that some 600 (upgraded and new) open space parking can be provided.

If Council so decides, then the next step for the services being provided through an external mechanism would be to draw up a Service Deliver Agreement in terms of MSA Section 80. This has to be taken through a public participation process. When formally accepted a bidding process will be conducted to obtain a preferred service provider. Once all detailed of providing such a service, the preferred service provider will then build the parking garage, own this, operate this and transfer this to Council after a proposed period of 20 years.

35TH COUNCIL MEETING: 2020-02-26: ITEM 13.3

RESOLVED

- (a) that this report be noted;
- (b) that Council accepts that all the requirements of Section 78(3) (Annexure A) in terms of investigating the feasibility of the provision of sufficient parking, has been complied with;
- (c) that Council accepts that parking forms an integral part of the total Mobility concept within Greater Stellenbosch Area and relates to other major parts such as: Traffic Flow, Public Transport (PT), Non-Motorised Transport (NMT), Transit Oriented Development (TOD), and Movement of Disabled Persons (normally seen as a primary part of NMT);
- (d) that Council notes that in order to alleviate the parking process as a whole, matters such as PT, NMT, TOD must also be addressed in synchronisation, as this will directly affect the quantity and positioning of parking;
- (e) that Council, in terms of the Municipal Systems Act (MSA), Act 32 of 2000, as amended, Section 78(4), accepts that the method of providing parking generally be considered as follows:
 - (i) Provision of open one level parking space needs, be performed on an internal mechanism;
 - (ii) Provision of multi storied parking space needs, be performed on an external mechanism.
- (f) that Council approves the provision of parking as a first phase as mentioned hereunder, which must be in line with future mobility developments, as the final mobility status can by nature not be resolved at this time;

-
- (g) that Council proceed with the initial provision and upgrade of parking spaces as follows:
- (i) that the legislative process be commenced with to provide multiple level parking, and management thereof, utilising an External Mechanism of parking in the following areas:
- (1) Eikestad Mall Parking area bounded by Andringa -, Victoria, and Ryneveld Streets. Portion of erf 1692, erven, 1969, 1972, 1973, 1974, 1975, 1976, 6402 and 6636; and
 - (2) Techno Park area, considering the area bounded by Tegno Road, Termo Avenue and Proton Road. Portion of erf 13171
- (ii) that the following areas, as a first phase, be upgraded and/or developed as a single layer open space parking area, utilising an internal service delivery mechanism:
- (1) Dennesig Existing Parking Area, entrance in Hoffman Road, Part of Erf 235;
 - (2) Municipal Court Existing Parking Area, entrance from Papegaai Road, **Erf 528**;
 - (3) Aandklas Existing Parking Area, entrance from Du Toit Road Part of Erf 235;
 - (4) New Parking Area Bounded by Borchard Road and Andringa Street to be considered as an extension of the public parking on erf 2529;
 - (5) New Parking Area Bounded by Jan Cilliers Road, Ds Botha Road and Muller Road to be considered as new parking area. Part of Erf 175/0; and
 - (6) Parking area to be upgraded at the old tennis courts, Franschoek, Erf 1538.
- (h) that Council proceeds with the setting up of a Service Delivery Agreements for the provision of Bulk Parking, as required by Section 80(1) & (2), of the MSA and in particular section 80(1)(b) (which prescribes an SDA with a Private Company) for the areas mentioned under 4.7.1;
- (i) that the Service Delivery Agreement be approved by Council as a draft SDA prior to Community Participation takes place; and
- (j) that the matter of providing a synchronised total mobility network be urgently pursued with all the role-players participating in the mobility arena which includes Public Transport, Non-Motorised Transport, Transit Oriented Development, Parking and Universal Access.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; FT Bangani-Menziwa (Ms); DA Hendrickse; N Mananga-Gugushe (Ms); C Moses (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.

13.4	ACTING ARRANGEMENTS FOR THE MUNICIPAL MANAGER AND SECTION 56 MANAGERS WHEN THE MUNICIPAL MANAGER AND SECTION 56 MANAGERS ARE NOT AVAILABLE
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Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

26 February 2020

1. SUBJECT: ACTING ARRANGEMENTS FOR THE MUNICIPAL MANAGER AND SECTION 56 MANAGERS WHEN THE MUNICIPAL MANAGER AND SECTION 56 MANAGERS ARE NOT AVAILABLE

2. PURPOSE OF REPORT

To approve the Directors who will act as Municipal Manager when the Municipal Manager is not available.

To approve the acting Section 56 Managers who will act as section 56 managers (Directors) when the section 56 managers are not available.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Council approved the Directors to act as Municipal Manager when the Municipal Manager is not available on 30 July 2018. Council approved the acting arrangements for section 56 Managers when they are not available on 30 January 2019. It is good practise to review these arrangements on a regular basis as circumstances change.

Section 54 (A) of the Systems, which has been subsequently declared unconstitutional, and Section 80 of the Structures act provide for the appointment of a Municipal Manager and acting Municipal Managers. Section 54A of the Municipal Systems Act provides that the Municipal Council must appoint an acting Municipal Manager under circumstances and for a period as prescribed. Section 54A(1) (b) provides that such an acting person must at least have the skills, expertise, competencies and qualifications as prescribed.

It can be anticipated that there will be occasions when the Municipal Manager will be away from office or not available due to a variety of reasons. The roster approved in July 2018 is still relevant and does not need any changes. The payment of an acting allowance is dealt with in the Acting Policy approved by Council on 28 November 2018.

Council must appoint acting section 56 managers when the appointed section 56 managers are not available. It is not practical to call a council meeting every time a person must act when a director is on leave, on sick leave or out of office. Council therefore appoints acting managers on a roster to fulfil the obligation is section 56.

There have been several changes to these rosters approved in January 2019 and the acting arrangements are therefore indicated below.

35TH COUNCIL MEETING: 2020-02-26: ITEM 13.4

RESOLVED

that this item be referred back to Administration for further refinement, whereafter same be resubmitted to the next Council meeting.

14.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER
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14.1	MOTION BY COUNCILLOR DA HENDRICKSE: RETURN OF OWNERSHIP: HOSTELS IN KAYAMANDI
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A Notice of a Motion, dated 2020-02-11, was received from Councillor DA Hendrickse regarding the return of ownership of the Hostels in Kayamandi.

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

FOR CONSIDERATION

35TH COUNCIL MEETING: 2020-02-26: ITEM 14.1

The mover drew Council's attention to the fact that salient documentation that he had submitted in support of his motion was not attached to the agenda.

On account of the omission,

THE SPEAKER RULED

that this motion stand over till the next Council meeting.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler (Ms)
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	<i>021 808-8025</i>
E-MAIL ADDRESS	<i>Municipal.Manager@stellenbosch.gov.za</i>
REPORT DATE	<i>2020-02-26</i>

14.2	MOTION BY COUNCILLOR F ADAMS: FREE PARKING IN THE CBD
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A Notice of a Motion, dated 2020-02-11, was received from Councillor F Adams regarding free parking in the CBD.

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

FOR CONSIDERATION

35TH COUNCIL MEETING: 2020-02-26: ITEM 14.2

The Speaker allowed Councillor F Adams to put his Motion, duly seconded. After the Motion was motivated, the Speaker allowed debate on the matter.

The matter was put to the vote, yielding a result of 10 in favour and 27 against.

RESOLVED (majority vote)

that this Motion not be accepted.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler (Ms)
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	021 808-8025
E-MAIL ADDRESS	<i>Municipal.Manager@stellenbosch.gov.za</i>
REPORT DATE	2020-02-26

14.3	QUESTION BY COUNCILLOR DA HENDRICKSE: RETIREMENT DATE OF MR D LOUW: DIRECTOR: INFRASTRUCTURE
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A Notice of a Question, dated 2020-02-11, was received from Councillor DA Hendrickse regarding the retirement date of Mr D Louw, Director: Infrastructure.

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

FOR CONSIDERATION

35TH COUNCIL MEETING: 2020-02-26: ITEM 14.3

It is noted that Cllr DA Hendrickse was not satisfied with the written response from the Municipal Manager. The Speaker RULED that Cllr DA Hendrickse is welcome to submit, in writing, a follow-up question.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler (Ms)
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	<i>021 808-8025</i>
E-MAIL ADDRESS	<i><u>Municipal.Manager@stellenbosch.gov.za</u></i>
REPORT DATE	<i>2020-02-26</i>

14.4	QUESTION BY COUNCILLOR F ADAMS: UPPER LIMITS AND REMUNERATION OF THE MUNICIPAL MANAGER
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A Notice of a Question, dated 2020-02-10, was received from Councillor F Adams regarding the upper limits and remuneration of the Municipal Manager

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

FOR CONSIDERATION

35TH COUNCIL MEETING: 2020-02-26: ITEM 14.4

It is noted that Cllr F Adams was not satisfied with the written response from the Municipal Manager. The Speaker RULED that Cllr Adams is welcome to submit, in writing, a follow-up question.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler (Ms)
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	<i>021 808-8025</i>
E-MAIL ADDRESS	<i><u>Municipal.Manager@stellenbosch.gov.za</u></i>
REPORT DATE	<i>2020-01-29</i>

14.5	QUESTION BY COUNCILLOR LK HORSBAND (MS): AMOUNT PAID TO ASLA: IDA'S VALLEY HOUSING PROJECT
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A Notice of a Question, dated 2020-01-14, was received from Councillor LK Horsband (Ms) regarding the amount paid to ASLA in connection with the Ida's Valley Housing Project.

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

FOR CONSIDERATION

35TH COUNCIL MEETING: 2020-02-26: ITEM 14.5

In view of the absence of the member,

The Speaker **RULED**

that this matter has lapsed.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler (Ms)
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	021 808-8025
E-MAIL ADDRESS	<i>Municipal.Manager@stellenbosch.gov.za</i>
REPORT DATE	2020-01-29

14.6	QUESTION BY COUNCILLOR LK HORSBAND (MS): THE NUMBER OF MEMBERS IN THE IDA'S VALLEY COMMUNITY THAT ASLA SOLD HOUSES TO
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A Notice of a Question, dated 2020-02-11, was received from Councillor LK Horsband (Ms) regarding the number of members in the Ida's Valley Community that ASLA sold houses to that they marketed in 2019.

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

FOR CONSIDERATION

35TH COUNCIL MEETING: 2020-02-26: ITEM 14.6

In view of the absence of the member,

The Speaker **RULED**

that this matter has lapsed.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler (Ms)
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	<i>021 808-8025</i>
E-MAIL ADDRESS	<i><u>Municipal.Manager@stellenbosch.gov.za</u></i>
REPORT DATE	<i>2020-01-29</i>

15.	CONSIDERATION OF URGENT MOTIONS
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NONE

16.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

17.	REPORTS SUBMITTED BY THE SPEAKER
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NONE

18.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

19.	MATTERS TO BE CONSIDERED IN – COMMITTEE
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(SEE PINK DOCUMENTATION)

The meeting adjourned at 17:00.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments.**

Council Minutes: 2020-03-25



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/1/5

2020-03-25

MINUTES

**URGENT MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY**

2020-03-25 AT 10:00

Detailed account of the meeting proceedings is available on audio recording, which is obtainable from The Municipal Manager's Office per Request for Information (RFI)

MINUTES
URGENT MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY
2020-03-25
TABLE OF CONTENTS

1.	OPENING AND WELCOME	
2.	MAYORAL ADDRESS	
3.	COMMUNICATION BY THE SPEAKER	
4.	COMMUNICATION BY THE MUNICIPAL MANAGER	
5.	DISCLOSURE OF INTERESTS	
6.	APPLICATIONS FOR LEAVE OF ABSENCE	
7.	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING	
	NONE	
8.	STATUTORY MATTERS	
8.1	APPROVAL OF THE DRAFT THIRD REVIEW OF THE FOURTH GENERATION IDP 2017 – 2022	5
8.2	MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2020/2021-2022/2023	6
8.3	TABLING OF DRAFT REVISED CAPITAL EXPENDITURE FRAMEWORK 2020 AS PART OF THE INTEGRATED URBAN DEVELOPMENT GRANT	9
9.	REPORT/S BY THE MUNICIPAL MANAGER	
9.1	DELEGATION TO THE EXECUTIVE MAYOR AND EMERGENCY ASSISTANCE TO CITIZENS IN LIGHT OF COVID-19	10
10.	MATTERS TO BE CONSIDERED IN-COMMITTEE	
10.1	(see pink documentation)	

MINUTES OF AN URGENT MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY HELD ON 2020-03-25 AT 10:00 IN THE TOWN HALL, PLEIN STREET, STELLENBOSCH

PRESENT	The Speaker, Cllr N Jindela [Chairperson] The Executive Mayor, Ald G Van Deventer (Ms) The Deputy Executive Mayor, Cllr WC Petersen (Ms)	
COUNCILLORS	FJ Badenhorst FT Bangani-Menziwa (Ms) Ald PW Biscombe G Cele (Ms) PR Crawley (Ms) A Crombie (Ms) Z Dalling (Ms) R Du Toit (Ms) J Fasser A Florence AR Frazenburg E Fredericks (Ms) T Gosa E Groenewald (Ms) AJ Hanekom DA Hendrickse JK Hendriks LK Horsband (Ms)	MC Johnson N Mananga-Gugushe (Ms) C Manuel NE Mcombring (Ms) XL Mdemka (Ms) C Moses (Ms) N Olayi SA Peters MM Pietersen WF Pietersen SR Schäfer Ald JP Serdyn (Ms) N Sinkinya (Ms) P Sitshoti (Ms) Q Smit LL Stander E Vermeulen

1.	OPENING AND WELCOME
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The Speaker, Cllr N Jindela, welcomed everyone present at the 34th Council meeting.
Cllr G Cele (Ms) opened the meeting with a scripture reading and prayer.

2.	MAYORAL ADDRESS
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“Honourable Speaker,
Deputy Mayor,
Municipal Manager,
Mayco Members
Portfolio Chairpersons,
Councillors,
Directors,
Senior Staff members,
Secretariat,

Good Morning, Goeie more, Molweni, As salaam Alaikum

- It is an honour to have the Council meeting in the Town Hall.
- National state of disaster declared by President on Sunday evening because of COVID-19 virus
- We welcomed the announcement by President Cyril Ramaphosa on Sunday and will work to ensure that service delivery continues while the well-being of residents and staff is protected.
- Continue to work with our National and Provincial partners to ensure that measures are in place to curb the spread of the virus.
- Key to achieving this, is to minimise physical contact between people and to limit any fears and anxieties that our residents may have.
- The Stellenbosch Municipality will be taking the following steps
 - The Joint Operations Centre (JOC) with various public and private stakeholders in the health, safety and disaster management environments has been activated and an internal JOC consisting of representatives from municipal departments is also being established.
 - Effective immediately, Community and Protection Services will cancel all event and gathering applications where 100 people or more are expected.
 - The Jonkershoek picnic site will be closed to members of the public from today, 16 March 2020 until further notice.
- Effective immediately, all non-essential travel for all spheres of government to areas outside of the Republic is stopped and domestic travel is restricted.
 - Residents are being encouraged to phone, email or WhatsApp to engage the Municipality or their local councillor instead of visiting a municipal office in person, to limit direct physical contact.
 - The municipality will provide hand sanitizers or wipes at building entrances to be used to disinfect hands when entering facilities.
 - Public meetings that were scheduled to begin next month, have been cancelled. Electronic, written and telephonic submissions will be encouraged. We are also currently exploring alternative electronic platforms for public participation.
- Please be aware of scammers posing as health practitioners to gain access to properties. There have been several reports of criminals approaching residents at their homes pretending to conduct home testing for COVID-19.
- We encourage residents to please pay attention to official announcements, and follow the instructions being given.
- Fake or inaccurate information remains a challenge. We urge all residents not to participate in the distribution of inaccurate, unverified or false information. By working together we can limit the spread of this virus.
- These decisions were taken in the interest of PUBLIC HEALTH AND SAFETY

- For official COVID-19 advice, updates and queries use the following numbers:
 - National Hotline 0800 029 999
 - WhatsApp 0600 123 456
 - Provincial Hotline 021 9284102

3.	COMMUNICATION BY THE SPEAKER
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Speaker's Communications- 25 March 2020

"Good morning to:

- The Executive Mayor, Advocate Gesie Van Deventer
- The Municipal Manager, Ms. Geraldine Mettler
- All other Aldermen and Alderwomen
- All Councillors
- All Directors and Staff members present
- Members of the Public and other dignitaries.

Allow me to welcome you all to the URGENT Meeting of Council:

The reason for the Urgency is as follows:

1. The Approval of the Council's Budget 2020/2021 has surely all of our interest at heart – as a responsible Council we need to approve the draft IDP and Budget for Community inputs. I am extremely thankful that you have come in your numbers to approve the draft IDP and budget.
2. The President's report to the Nation and the Premier's stance on the Corona Virus (COVID19), have reference.
 - Up until today the number of people affected in RSA is 554 and the total in WC is 100, while the total in the Cape Winelands District is 7 people affected. Surely, looking at the figure of 7 in our district needs to be a worrying factor for our broader town off Stellenbosch and its inhabitants.
 - Fellow Members of Council – It is important that we as the Stellenbosch Council support the National directive of Stopping the Spread – based on that my office informs you hereby that:
 1. All Ward offices are being closed to avoid any public gatherings as of Thursday night 26 March 2020 until further notice.
 2. All meetings of Ward Committees to take place at the different premises have been suspended until further notice.
 3. The Council meeting scheduled for April 2020 has provisionally been cancelled – as part of the President's Lockdown declaration.
 4. Ward Councilors are requested to stay home but be visible in their respective wards during this time and not to allow any unnecessary gatherings in the wards.

Councillors, this is extremely detrimental to our effort to stop the spread – stay home, please stay home, and by doing so we can limit contact with others and spreading the virus. For any information regarding the above you can contact myself (Speaker Jindela) at 078 020 2412 or JC Anthony at 079 3388 451.

Birthdays

For the month of **April** 2020 - Cllrs. A. Florence-1/04, G Cele 9/04, E. Groenewald-18/04, P Crawley-19/04 and N. Mcombring-24/04, will be celebrating their birthdays. Allow me to congratulate them on their birthdays and may they enjoy this special day with their families.

We now move to the items on the Agenda / Ons beweeg nou na die items op die Agenda".

It is noted that before deliberations on the items on the Agenda, the ANC requested a caucus, which the Speaker allowed.

4.	COMMUNICATION BY THE MUNICIPAL MANAGER
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The Municipal Manager, Ms G Mettler, urged everyone to adhere to the following during the lockdown in order to prevent the virus from spreading:

- Stay at home, because this virus is spreading at alarming rates and our health care system is struggling to cope. Only essential services will be operational;
- Do not go to a hospital or doctor, but call the helpline, they will instruct you what to do. There is a shortage of test kits; follow protocols at all times;
- A link for covid-19 was created on the municipal website which is updated on a daily basis;
- An action plan is in place. The municipality works closely with National, Provincial and District and a Corona Risk Committee meets daily. The Executive Mayor is also updated on a regular basis;
- The Municipal Manager urged all Councillors to please follow protocol and not contact officials, as she will not tolerate any interference lightly.
- This covid-19 has a major implication on our projects and capex, and thus on our income, which will result in major budget cuts.

5.	DISCLOSURE OF INTEREST
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NONE

6.	APPLICATIONS FOR LEAVE OF ABSENCE
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6.1 The following applications for leave of absence were approved in terms of the Rules of Order By-law of Council:-

Cllr F Adams	– 25 March 2020
Cllr DD Joubert	– 25 March 2020
Cllr RS Nalumango (Ms)	– 25 March 2020

6.3 ABSENT

Cllr MD Oliphant
Cllr JG Hamilton

7.	APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS
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NONE

8.	STATUTORY MATTERS
8.1	APPROVAL OF THE DRAFT THIRD REVIEW OF THE FOURTH GENERATION IDP 2017 – 2022

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

20 March 2020

1. SUBJECT: APPROVAL OF THE DRAFT THIRD REVIEW OF THE FOURTH GENERATION IDP 2017 – 2022

2. PURPOSE

To submit the following to Mayco and Council for consideration:

- (a) The Draft Third Review of the Fourth Generation IDP 2017 – 2022.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Integrated Development Plan is a 5-year Strategic Plan that is reviewed annually to accommodate changes in the municipal environment, including community priorities. It also informs the budget of the Municipality. The Draft Third Review of the Fourth Generation IDP 2017 - 2022 details the Municipality's actions to address the needs of the community.

The Municipal IDP must be reviewed every year to ensure that:

- Municipalities and communities keep track of progress in implementing development projects and spending the municipal budget; and
- Communities are provided with an opportunity to review their needs and make possible revisions to the priorities listed in the municipal IDP.

URGENT COUNCIL: 2020-03-25: ITEM 8.1

Before deliberations on the matter, the ANC requested a caucus, which the Speaker allowed.

When the meeting resumed, it was

RESOLVED (majority vote with abstentions)

- (a) that the Draft Third Review of the Fourth Generation IDP (2017 –2022) of the Stellenbosch Municipality be tabled in terms of section 34 of the MSA for the purposes of obtaining public inputs and comments;
- (b) that an advertisement be placed on the official website of the Municipality, municipal notice boards and in the local newspapers notifying the public that the draft Third Review of the Fourth Generation IDP (2017 – 2022) is open for public inputs and comments during April 2020; and
- (c) that the draft Third Review of the Fourth Generation IDP (2017 – 2022) be submitted to the Department of Local Government, Provincial Treasury, National Treasury and the Cape Winelands District Municipality.

Councillors DA Hendrickse and LK Horsband (Ms) requested that their votes of dissent be minuted.

8.2	MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2020/2021-2022/2023
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Collaborator No: 682431
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 20 March 2020

1. SUBJECT: MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2020/2021-2022/2023

2. PURPOSE

The purpose of this report is as follows:

- a) The Executive Mayor to table the Medium Term Revenue and Expenditure Framework (inclusive of property rates charges and taxes, tariffs and service charges), annexures and proposed amendments to the budget related policies and other policies to Council for approval in terms of Section 16(2) of the Municipal Finance Management Act, (Act 56 of 2003).
- b) That Council specifically note and consider the need to take up external loans to fund critically needed refurbishment of infrastructure to the tune of R 400 million of which over the MTREF R160 million will be required in year 1, R120 million in year 2 and R120 million in year 3 (refer to Section G: High Level Budget Overview and Table A1 Budget Summary) and confirms draft approval of same in order for the Chief Financial Officer to attend to the necessary legislative requirements.
- c) That Council specifically note and consider the applications for extension of the Jonkershoek and Techstel Special Rating Areas (SRA), that is in terms of paragraph 15(a) of the SRA By-Law.

3. DELEGATED AUTHORITY

FOR APPROVAL BY MUNICIPAL COUNCIL

EXECUTIVE SUMMARY

Attached as **APPENDIX 1** is an executive summary by the Accounting Officer.

SPECIAL RATINGS AREAS – NEXT FIVE YEAR TERM

The Jonkershoek and Techstel Special Rating Areas (SRA) were first established in 2015 and have been successfully operating for the past five years. The respective management bodies have now applied for their SRAs to be extended for a further period of five years, ending 30 June 2025.

There are no financial implications for the municipality. SRAs are community driven initiatives and are financed by the property owners within the boundaries of the SRA. The municipality pays the approved budget over to the relevant management body in twelve equal, monthly instalments and recovers the money from property owners via the monthly consumer accounts. Normal credit control and debt collection processes are followed in instances of non-payment and retention is also withheld from the budget to offset any potential losses of the municipality. In the first five years of the SRAs being in operation, this measure has not been necessary.

Applications for extension of the terms are done in compliance with paragraph 15(a) of the SRA By-Law. Such council approval can only be given in terms of Chapter 1 of the By-Law. For good reason, the council may exempt the management body of the SRA from compliance with Chapter 1, which mainly deals with the process to be followed when first establishing a SRA. Such exemption is being requested by the management body of the SRA.

Full reports of both SRAs are attached hereto as Annexures 32 and 33. Sub Annexures A – D include the Application Letters, Business Plans, 5 Year Budgets and AGM Minutes.

URGENT COUNCIL MEETING: 2020-03-25: ITEM 8.2

The Speaker afforded the Executive Mayor the opportunity to deliver her Budget Speech (attached as an **APPENDIX**).

RESOLVED (majority vote)

- (a) that the Draft High Level Budget Summary, as set out in APPENDIX 1 – PART 1 – SECTION C; be approved for public release;
- (b) that the Draft Annual Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in APPENDIX 1 – PART 1 – SECTION D, be approved for public release;
- (c) that the proposed Grants-In-Aid allocations as set out in APPENDIX 1 – PART 2 – SECTION J, be approved for public release;
- (d) that the three year Capital Budget for 2020/2021, 2021/2022 and 2022/2023, as set out in APPENDIX 1 – PART 2 – SECTION N, be approved for public release;
- (e) that the proposed draft rates on properties in WCO24, tariffs, tariff structures and service charges for water, electricity, refuse, sewerage and other municipal services, as set out in APPENDIX 3 , be approved for public release;
- (f) that the proposed amendments to existing budget related policies and other policies as set out in APPENDICES 4 - 29, be approved for public release;
- (g) that Council specifically note and consider the need to take up an external loan, needed for investment in income generating infrastructure to the tune of R400 million of which R160 million will be required in year 1, R120 million in year 2 and R120 million in year 3 (refer to Section G: High Level Budget Overview and Table A1 Budget Summary) and confirm approval of same;
- (h) that Council specifically take note of the fact that the proposed electricity charges and tariff structure is subject to NERSA approval that could change materially;
- (i) that Council takes note of MFMA circulars 98 and 99 that was published to guide the MTREF for 2020/2021 to 2022/2023 as set out in APPENDICES 30 – 31;
- (j) that Council notes the Jonkershoek and Techstel SRA applications for the extension of the SRAs for a further period of five years and exempts both management bodies in terms of paragraph 15(a) of the SRA By-Law, from compliance with the provisions of Chapter 1 of the SRA By-Law;

-
- (k) that proposed extension of the Jonkershoek and Techstel SRAs for a further period of five years beginning 1 July 2020 and ending 30 June 2025 be approved for public release; and
- (l) that the proposed five year budgets with a combined total of R30 943 773.35 (VAT included) for Jonkershoek SRA and R15 713 218.21 (VAT included) for Techstel SRA as detailed in Annexures 32 (c) and 33 (c) be approved for public release.

Councillors DA Hendrickse and LK Horsband requested that their votes of dissent be minuted.

FOR FURTHER DETAILS CONTACT:

NAME	KEVIN CAROLUS
POSITION	DIRECTOR: FINANCIAL MANAGEMENT SERVICES
DIRECTORATE	FINANCIAL SERVICES
CONTACT NUMBERS	021 808 8528
E-MAIL ADDRESS	kevin.carolus@stellenbosch.gov.za
REPORT DATE	30 March 2020

8.3	TABLING OF DRAFT REVISED CAPITAL EXPENDITURE FRAMEWORK 2020 AS PART OF THE INTEGRATED URBAN DEVELOPMENT GRANT
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

GOOD GOVERNANCE& COMPLIANCE

20 March 2020

1. SUBJECT: TABLING OF DRAFT REVISED CAPITAL EXPENDITURE FRAMEWORK 2020 AS PART OF THE INTEGRATED URBAN DEVELOPMENT GRANT

2. PURPOSE

To obtain Council's approval for submission of the Draft Revised Capital Expenditure Framework (CEF) to the National Department of Cooperative Government and Traditional Affairs (CoGTA) as part of the Integrated Urban Development Grant.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

According to section 21(n) of the Spatial Planning and Land Use Management Act (SPLUMA), Act No. 16 of 2013, the content of a municipal spatial development framework must determine a Capital Expenditure Framework (CEF) for the municipality's development programmes. This means that the CEF is informed by the Spatial Development Framework i.e. stating the spatial vision of the municipality where the CEF states the financial vision of the municipality.

The Integrated Urban Development Framework (IUDF) was approved by Cabinet in April 2016, which led to the Integrated Urban Development Grant that was introduced in the 2019/2020 Division of Revenue Act as a Consolidated Grant for Intermediate City Municipalities (ICM's). Stellenbosch Municipality was identified as one of the municipalities to benefit from this new grant, subject to specified criteria. The purpose of the ICMs support strategy is to help translate IUDF policy into practical programmes of action in the ICMs.

The business plan for the IUDG is a three-year capital programme that is aligned with a long-term CEF (10-year plan). The draft Revised Capital Expenditure Framework must be submitted to the Department of Cooperative Governance (DCoG), by 31 March 2020.

URGENT COUNCIL MEETING: 2020-03-25: ITEM 8.3

RESOLVED (majority vote with abstentions)

that the Draft Revised Capital Expenditure Framework be approved for submission to CoGTA by 31 March 2020.

Councillors DA Hendrickse and LK Horsband requested that their votes of dissent be minuted.

NAME	Shireen De Visser
POSITION	Snr Manager: Governance
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 – 808 8035
E-MAIL ADDRESS	shireen.devisser@stellenbosch.gov.za
REPORT DATE	12 March 2020

9.	REPORT BY THE MUNICIPAL MANAGER
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9.1	DELEGATION TO THE EXECUTIVE MAYOR AND EMERGENCY ASSISTANCE TO CITIZENS IN LIGHT OF COVID-19
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Collaborator No:

IDP KPA Ref No:

Good governance and compliance

Meeting Date:

25 March 2020

1. DELEGATION TO THE EXECUTIVE MAYOR AND EMERGENCY ASSISTANCE TO CITIZENS IN LIGHT OF COVID-19

2. PURPOSE OF REPORT

- (a) To obtain approval from Council to confer all Council powers and functions upon the Executive Mayor with the exception of the non-delegated powers as per section 160 (2) of the Constitution; and
- (b) To approve the emergency assistance to citizens in light of the COVID-19 pandemic.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The President of South Africa on 15 March 2020 declared the Coronavirus (COVID-19) pandemic a national disaster in terms of Section 23(1) (b) of the Disaster Management Act 2002. In his address, President Cyril Ramaphosa, in order to enable the development of an integrated and coordinated disaster management mechanism to focus on the prevention and reduction of the COVID-19 outbreak, has put specific measures in place.

Several regulations in this regard have been Gazetted during the past week that need urgent decision-making. It is not practical to call a Council meeting every time a decision must be made in the case of an emergency. Council therefore grants permission to the Executive Mayor to exercise power of the council during the national disaster with the exception of powers in section 160(2) of the Constitution.

Moreover, it is anticipated that the COVID-19 will have adverse effects on the economy and especially on the most vulnerable and the poorest of the poor. It is for this reason that as a responsible and caring government emergency assistance is proposed to alleviate the impact on our communities.

URGENT COUNCIL MEETING: 2020-03-25: ITEM 9.1

With reference to recommendation (e), Councillor DA Hendrickse requested that it be minuted that he objects to the Executive Mayor using delegated powers during this lockdown period to approve matters not specifically relating to COVID-19.

RESOLVED (majority vote)

- (a) that a payment reprieve be granted to citizens on application and when the criteria as set out in 6.2 are met;
- (b) that, should this agreement as referred to in 6.2 not be honoured, the full outstanding debt will become payable immediately;
- (c) that the free basic water allocation to registered indigents be increased from 6 kilo litres to 10 kilo litres from 1 April 2020 until 30 June 2020;
- (d) that credit control measures and procedures be suspended until the end of April 2020 or to such time that lockdown might be extended;
- (e) that permission be granted to confer all Council powers and functions upon the Executive Mayor with the exception of the non-delegated powers as per section 160 (2) of the Constitution until the disaster is lifted by the President; and
- (f) that the Municipal Manager be mandated to investigate and approve any further debt relief as needed.

The following Councillors requested that their votes of dissent be minuted:

Cllrs Bangani-Menziwa (Ms); DA Hendrickse; LK Horsband (Ms); C Moses (Ms); N Mananga-Gugushe (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	municipal.manager@ Stellenbosch.gov.za
REPORT DATE	25 March 2020

The meeting adjourned at 11:30.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments.**

Council Minutes: 2020-05-27



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/1/5

2020-05-27

MINUTES

SPECIAL MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

2020-05-27 AT 10:00

Detailed account of the meeting proceedings is available on audio recording, which is obtainable from The Municipal Manager's Office per Request for Information (RFI)

MINUTES
SPECIAL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2020-05-27

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
1.	OPENING AND WELCOME	
2.	MAYORAL ADDRESS	
3.	COMMUNICATION BY THE SPEAKER	
4.	COMMUNICATION BY THE MUNICIPAL MANAGER	
5.	DISCLOSURE OF INTEREST	
6.	APPLICATIONS FOR LEAVE OF ABSENCE	
7.	STATUTORY MATTERS	
7.1	APPROVAL OF THE THIRD REVIEW OF THE FOURTH GENERATION IDP 2017 – 2022	7
7.2	MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2020/2021-2022/2023	8
8.	MATTERS SUBMITTED BY THE MUNICIPAL MANAGER	
8.1	APPROVAL OF THE ELECTRICAL SERVICES BY-LAW AND ADMISSION OF GUILT FINES	11
8.2	ADOPTION OF THE REVIEWED STELLENBOSCH LIQUOR TRADING HOURS BY-LAW <i>(NB: Item was withdrawn)</i>	13
8.3	MUNICIPAL SOLIDARITY FUND TOWARDS THE CURBING OF THE SPREAD AND IMPACT OF COVID-19	14

**MINUTES OF A SPECIAL MEETING OF THE COUNCIL OF STELLENBOSCH
MUNICIPALITY HELD ON 2020-05-27 AT 10:00 VIA MS TEAMS**

PRESENT	The Speaker, Cllr N Jindela [Chairperson] The Executive Mayor, Ald G Van Deventer (Ms) The Deputy Executive Mayor, Cllr WC Petersen (Ms)	
COUNCILLORS	F Adams FJ Badenhorst FT Bangani-Menziwa (Ms) Ald PW Biscombe G Cele (Ms) PR Crawley(Ms) A Crombie (Ms) Z Dalling (Ms) R Du Toit (Ms) J Fasser A Florence AR Frazenburg E Fredericks (Ms) T Gosa E Groenewald (Ms) JG Hamilton AJ Hanekom DA Hendrickse JK Hendriks LK Horsband (Ms)	MC Johnson DD Joubert C Manuel NE Mcombring(Ms) XL Mdemka (Ms) RS Nalumango (Ms) N Olayi SA Peters MM Pietersen WF Pietersen Ald JP Serdyn (Ms) N Sinkinya (Ms) Q Smit LL Stander E Vermeulen (Ms)

Officials:	Municipal Manager (Ms G Mettler) Chief Financial Officer (K Carolus) Director: Corporate Services (Ms A De Beer) Director: Infrastructure Services (D Louw) Acting Director: Planning and Economic Development (C Alexander) Director: Community and Protection Services (G Boshoff) Senior Manager: Governance (Ms S De Visser) Chief Audit Executive (F Hoosain) Manager: Communications (S Grobbelaar) Manager: IDP (G Cain) Manager: Secretariat (EJ Potts) Senior Administration Officer (Ms B Mgcushe)
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1.	OPENING AND WELCOME
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The Speaker, Cllr N Jindela, welcomed everyone present to the Council meeting, which for the first time is a “virtual meeting” hosted and streamed via MS Teams.

The Speaker gently reminded the Councillors that although it is a “virtual meeting”, proper decorum must be maintained and that the Standing Rules and Orders will apply all the same as this is a formal Council meeting.

2.	MAYORAL ADDRESS
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“Good Morning, Goeie môre, Molweni, As salaam Alaikum

- Welcome to our first ever online Council!
- Our current circumstances forces us to adapt, learn new skills and adjust our normal way of doing things
- Thank you to IT team and all our officials involved for making this a possibility
- We anticipate some hick-ups but it is a significant and important step forward in transparency.
- We have been dealing with the fallout of COVID-19
- With the announcement of Level 3 Lockdown by the President, I want to remind you that along with the Metro, the entire Cape Winelands is considered a hotspot area.
 - The president indicated that additional restrictions and protocols will be applied to hotspot areas and as we are informed of the relevant information, we will communicate it to all platforms available to us.
- Busiest time and we continue to be busy with this in addition to our primary service delivery function:
 - We are donating R 300 000 in accordance with our Grant-in-aid policy to #StellenboschUnite over the next three months to help provide food for our residents in need
 - We have sourced an additional R900 000 from the Western Cape Government which will be paid to #StellenboschUnite over the next six months, bringing the total contribution to R1,2 million
 - Made available in kind services like venues, vehicles and drivers available to #StellenboschUnite to aid food distribution.
 - Installed additional water tanks and toilets in informal settlements to aid and promote hygiene.
 - Sanitizing programme of public spaces, roads taxi ranks and other frequently used spaces.

-
- Thank you to all the staff who remain committed to the service of our residents throughout level 5 lockdown and continuing to now.
 - As an organisation, we have also been affected and I want to ensure you we are taking all steps in protecting our employees and public
 - I want to remind every person that we all have a part to play in stopping the spread of the virus
 - Stay at home as much as possible – this is really difficult, but do not visit friends and family for now, if you MUST go there avoid physical contact and keep social distance
 - Keep Physical distancing – at least 1,5 metres
 - Wear your mask in public
 - Wash your hands often and regularly or use an alcohol based sanitizer
 - Avoid touching your face (Nose, mouth eyes) as much as possible
 - If you feel ill, please do not go out or go to work – stay at home and call your doctor or the provincial hotline 021 928 4102
 - We have a responsibility towards ourselves and our loved ones to do our part in stopping the spread.
 - We have launched a new smartphone application – Stellenbosch Citizen App
 - New tool we are using to communicate with our residents
 - Use for public participation in future
 - Can be downloaded from Google Play Store and Apple App Store.
 - Provides great two way communication tool and new and innovative way to include our residents in transparent government.
 - Please download it and give us feedback on your experience.

Finally, sincerest condolences to those who have lost family members to the virus. May all of us take every precaution to stay safe during this time of crisis.

- Thank You”.

3.	COMMUNICATION BY THE SPEAKER
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“Good Morning to:

The Executive Mayor, Advocate Gesie Van Deventer

The Municipal Manager, Ms. Geraldine Mettler

All other Aldermen and Alderwomen

All Councilors

All Directors and Staff members present

Members of the Public and other dignitaries.

Allow me to welcome you all to this very important **Special** Meeting and also the first **Virtual Meeting of Council** called to:

- **Approve the IDP and Budget for the Financial Year 2020 / 2021**

To start the meeting - allow me to give you an Update on:

- **Covid 19 Lockdown report – Lockdown day 62**

The President’s report to the Nation and Premier Alan Winde stance on the Corona Virus has reference.

Up until today the amount of people affected in RSA is 22583 and the total in Western Cape is 13 969 while the total in the Cape Winelands District is a staggering 722 people affected. The amount for the Stellenbosch District is however only 98 which, I think, includes some of our own Councillors.

Fellow Members of Council – It is important that we as the Stellenbosch Council support the National directive of **Stop the Spread** –

From March 2020 till today for 62 days we have been on lockdown - Councilors allow me to thank the Executive Mayor, Alderwoman Gesie Van Deventer and the Municipal Manager, Geraldine Mettler for steering the Stellenbosch ship during this problematic and unprecedented pandemic in their handling of the Covid 19 lockdown.

I would also like to thank all other Councillors and officials for all the hard work they are currently engaged in, in their different communities where they try to and alleviate their constituents’ stress during the Covid 19 crisis.

Councillors, I, already give you a breakdown on the standings of the Covid 19 in regard of the Statistics in the Cape Winelands and particular in Stellenbosch – but may I still request from you as leaders in the different communities to please obey and request your followers to:

- Keep social distance
- Wash your hands regularly
- Sanitize where possible
- Wear a mask at all times

If we follow the above, we will indeed help **to flatten the curve in Stellenbosch** and also help saving lives. So far I can only say well done – to our Stellenbosch Community as the statistics reflects a well behave pattern.

I am also aware that there is still communities in Stellenbosch WCO 24 area who continuously have their own meetings, and the effect is that a few of them is currently found positive on the Covid 19 and some of them is unfortunately Councillors and municipal officials.

Madam Mayor and Councillors may I bring you some sad announcements:

Regarding the bereavements I can recall the following:

- Albert Nozigagana Kondilewho – worker in the Electricity department who passed.
- Mrs Mdoda – her husband pass on during this time
- Ex Councillor – Malcolm Ngcofe from Kayamandi – who served in this Council from 1995 till May 2011 – Meneer - May your Soul Rest in Peace
- Alderman Ex Mayor of Stellenbosch – Conrad Sidego – Thank you for your contribution to the Stellenbosch Community – Rest in Peace.

Other matter of importance to note is:

Councilors – the following **Birthdays** needs your attention

- For the month of **May** were: Faith Bangani-Menziwa – 15 May, Elsabe Vermeulen on 20 May and Aldridge Frazenburg on 26 May:
- For the month of **June** the following Councillors' will celebrate their birthdays:
1st June – Quintin Smit
11th June – James Hamilton – Congratulations on your respective birthdays
- Ward offices – unless the MM has any other news – the ward offices are still closed till further notice and Administrators must liaise with their Councillors respectively.

In starting the meeting now, **focused** on the possible approval of the 2020/2021 - Budget and IDP, may I use this opportunity in **Thanking** the Executive Mayor and her team – the Mayoral Committee and the **MM and Directors** and Senior Personnel for preparing a budget of this nature today. The IDP and Budget process started 90 days ago and did go through a thorough and long consultation process with the Broader Stellenbosch. I am indeed proud of the work done by our fellow members.

- Allow me to remind you of the **Next Special Council Meeting to be held will be Friday, 12 June 2020**
- **Please note:** Councillors must immediately inform the Office of the Municipal Manager and the Speaker's Office when they suspect/confirm that they are positive for COVID-19. All officials must do the same with their supervisors and Directors.

We now move to the items on the Agenda / Ons beweeg nou na die items op die Agenda:

Please note that, in consultation with the Municipal Manager, Item 8.2, relating to the Liquor Trading By-law, is withdrawn from the Agenda.

Thank you”.

4.	COMMUNICATION BY THE MUNICIPAL MANAGER
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The Municipal Manager, Ms G Mettler, made the following remarks relating to Covid-19:

- The good work done by Officials during this very difficult lockdown period, is much appreciated;
- When moving to Alert Level 3 as from 01 June 2020, everyone is urged to take individual responsibility for own health and safety by meticulously observing the protocols of wearing masks, regularly washing of hands, sanitizing, and staying home when sick;
- Administration has implemented strict health and safety measures in the workplace and municipal offices, such as providing thermometers, sanitizers, screening procedures, protective gear, face shields and masks. Social distancing is facilitated by limiting the number of staff to no more than a third of the employee complement, working on a rotational basis. All meetings are "virtual" meetings via MS Teams; Ward Offices remain closed during level 3.
- A few cases of positive testing among staff and Councillors have been reported; well wishes for speedy recovery are expressed toward such ones. All cases of positive testing must be reported to the Municipal Manager's Office, who will inform the Department of Health for the necessary contact tracing.
- Sincere condolences to the Kondilewho family upon the passing of Albert Nozigagana Kondilewho, a colleague who worked in the Electricity department.
- The general public is urged to make use of the various electronic means to contact and/or transact business with the Municipality in order to minimize face-to-face social contact.

5.	DISCLOSURE OF INTERESTS
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NONE

6.	APPLICATIONS FOR LEAVE OF ABSENCE
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6.1 The following applications for leave of absence were approved in terms of the Rules of Order By-law of Council:-

N Mananga-Gugushe (Ms)	– 27 May 2020
Cllr C Moses (Ms)	– 27 May 2020
MD Oliphant	– 27 May 2020
SR Schäfer	– 27 May 2020
P Sitshoti (Ms)	– 27 May 2020

7.	STATUTORY MATTERS
7.1	APPROVAL OF THE THIRD REVIEW OF THE FOURTH GENERATION IDP 2017 – 2022

Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

27 May 2020

1. SUBJECT: APPROVAL OF THE THIRD REVIEW OF THE FOURTH GENERATION IDP 2017 – 2022

2. PURPOSE

To submit the following to Council for adoption:

- (a) The Third Review of the Fourth Generation Integrated Development Plan (IDP) 2017 – 2022, attached as **ANNEXURE A**; and
- (b) The public participation inputs, written submissions and Provincial Government LG MTEC findings on the Draft Third Review of the Fourth Generation IDP 2017 - 2022, attached as **ANNEXURE B**.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Integrated Development Plan (IDP) is a 5-year Strategic Plan that is reviewed annually to accommodate changes in the municipal environment, including community priorities. It also informs the budget of the Municipality. The Third Review of the Fourth Generation IDP 2017 – 2022 details the Municipality's actions to address the needs of the community.

The Municipal IDP must be reviewed every year to ensure that:

- Municipalities and communities keep track of progress in implementing development projects and spending the municipal budget; and
- Communities are provided with an opportunity to review their needs and make possible revisions to the priorities listed in the municipal IDP.

SPECIAL COUNCIL: 2020-05-27: ITEM 7.1

RESOLVED (majority vote)

- (a) that the Stellenbosch Municipality's Third Review of the Fourth Generation IDP 2017 – 2022, attached as **ANNEXURE A**, be adopted;
- (b) that the public participation inputs and written submissions on the Draft Third Review of the Fourth Generation 2017 – 2022, attached as **ANNEXURE B**, be noted; and
- (c) that an advertisement be placed on the official website of the Municipality, municipal notice boards and in the local newspapers notifying the public that the final Third Review of the Fourth Generation 2017 – 2022 has been adopted in Council.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; FT Bangani-Menziwa (Ms); DA Hendrickse; LK Horsband (Ms); RS Nalumango (Ms); N Sinkinya (Ms) and LL Stander.

7.2	MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2020/2021-2022/2023
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

27 May 2020

1. SUBJECT: MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2020/2021-2022/2023

2. PURPOSE

The purpose of this report is as follows:

- (a) To consider the views/submissions of the local community in terms of Section 23(1)(a) of the Municipal Finance Management Act (Act 56 of 2003), herein after called the MFMA and to allow the Executive Mayor to respond to the views of the public as envisaged in terms of Section 23 (2) (a) and (b).
- (b) To approve the Medium Term Revenue and Expenditure Framework (inclusive of property rates charges and taxes, tariffs and service charges), annexures and amendments to the budget related policies and other policies to Council for approval in terms of Section 16(2) of the Municipal Finance Management Act, (Act 56 of 2003).
- (c) That Council specifically note and consider the need to take up external loans to fund critically needed refurbishment of infrastructure to the tune of R375 579 511 of which over the MTREF R102 779 511 will be required in year 1, R103 800 000 in year 2 and R169 000 000 in year 3 (refer to Section G: High Level Budget Overview and Table A1 Budget Summary) and confirms final approval of same in order for the Chief Financial Officer to attend to the necessary legislative requirements.
- (a) That Council specifically note and consider the applications for extension of the Jonkershoek and Techstel Special Rating Areas (SRA) that is in terms of paragraph 15(a) of the SRA By-Law.

**3. DELEGATED AUTHORITY
FOR APPROVAL BY MUNICIPAL COUNCIL**

4. EXECUTIVE SUMMARY

BUDGET

Attached as **APPENDIX 1** is an executive summary by the Accounting Officer.

SPECIAL RATINGS AREAS – NEXT FIVE YEAR TERM

The Jonkershoek and Techstel Special Rating Areas (SRA) were first established in 2015 and have been successfully operating for the past five years. The respective management bodies have now applied for their SRAs to be extended for a further period of five years, ending 30 June 2025.

There are no financial implications for the municipality. SRAs are community driven initiatives and are financed by the property owners within the boundaries of the

SRA. The municipality pays the approved budget over to the relevant management body in twelve equal, monthly instalments and recovers the money from property owners via the monthly consumer accounts. Normal credit control and debt collection processes are followed in instances of non-payment and retention is also withheld from the budget to offset any potential losses of the municipality. In the first five years of the SRAs being in operation, this measure has not been necessary.

Applications for extension of the terms are done in compliance with paragraph 15(a) of the SRA By-Law. Such council approval can only be given in terms of Chapter 1 of the By-Law. For good reason, the council may exempt the management body of the SRA from compliance with Chapter 1, which mainly deals with the process to be followed when first establishing a SRA. Such exemption is being requested by the management body of the SRA.

Full reports of both SRAs are attached hereto as Annexures 32 and 33. Sub Annexures A – D include the Application Letters, Business Plans, 5 Year Budgets and AGM Minutes.

SPECIAL COUNCIL: 2020-05-27: ITEM: 7.2

The Executive Mayor's Budget Speech is available as a separate **APPENDIX**.

RESOLVED (majority vote)

- (a) that the High Level Budget Summary, as set out in **APPENDIX 1 – PART 1 – SECTION C**; be approved;
- (b) that the Annual Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 1 – PART 1 – SECTION D**, be approved;
- (c) that the proposed Grants-In-Aid allocations as set out in **APPENDIX 1 – PART 2 – SECTION J**, be approved;
- (d) that the three year Capital Budget for 2020/2021, 2021/2022 and 2022/2023, as set out in **APPENDIX 1 – PART 2 – SECTION N**, be approved;
- (e) that the proposed draft rates on properties in WCO24, tariffs, tariff structures and service charges for water, electricity, refuse, sewerage and other municipal services, as set out in **APPENDIX 3**, be approved;
- (f) that the proposed amendments to existing budget related policies and other policies as set out in **APPENDICES 4 - 28**, be approved;
- (g) that Council specifically note and consider the need to take up an external loan, needed for investment in income generating infrastructure to the amount of R375 579 511 of which R102 779 511 will be required in year 1, R103 800 000 in year 2 and R169 000 000 in year 3 (refer to Section G: High Level Budget Overview and Table A1 Budget Summary) and confirm approval of same;
- (h) that Council specifically take note of the fact that the proposed electricity charges and tariff structure is subject to NERSA approval that could change materially;
- (i) that Council takes note of MFMA circulars 98 and 99 that was published to guide the MTREF for 2020/2021 to 2022/2023 as set out in **APPENDICES 29 – 30**;

-
- (j) that Council notes the Jonkershoek and Techstel SRA applications for the extension of the SRAs for a further period of five years and exempts both management bodies in terms of paragraph 15(a) of the SRA By-Law, from compliance with the provisions of Chapter 1 of the SRA By-Law;
- (k) that Council approves the extension of the Jonkershoek and Techstel SRAs for a further period of five years beginning 1 July 2020 and ending 30 June 2025;
- (l) that Council approves the proposed five year budgets with a combined total of R30 943 773.35 (VAT included) for Jonkershoek SRA and R15 713 218.21 (VAT included) as detailed in Annexures 31 (c) and 32 (c) respectively; and
- (m) that Council takes note that the public comments and submissions were taken into account with the compilation of the final budget.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; FT Bangani-Menziwa (Ms); G Cele(Ms); DA Hendrickse; LK Horsband (Ms); RS Nalumango (Ms); N Sinkinya (Ms) and LL Stander.

FOR FURTHER DETAILS CONTACT:

NAME	KEVIN CAROLUS
POSITION	DIRECTOR: FINANCIAL SERVICES
DIRECTORATE	FINANCIAL SERVICES
CONTACT NUMBERS	021 808 8528
E-MAIL ADDRESS	kevin.carolus@ Stellenbosch.gov.za
REPORT DATE	21 May 2020

8.	MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
8.1	APPROVAL OF THE ELECTRICAL SERVICES BY-LAW AND ADMISSION OF GUILT FINES

Collaborator No: 642470
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 27 May 2020

1. SUBJECT: APPROVAL OF THE ELECTRICAL SERVICES BY-LAW AND ADMISSION OF GUILT FINES

2. PURPOSE

To request approval from Council to finally approve the Electrical Services By-law (2017) and the appropriate Admission of Guilt Fines.

3. DELEGATED AUTHORITY

MUNICIPAL COUNCIL.

The Electrical Services By-Law is a document that must in terms of the Municipal Systems Act (Act 32 of 2000) Section 12, be adopted by Municipal Council.

4. EXECUTIVE SUMMARY

The current Electricity Supply By-Law (2013) was promulgated on 30 January 2018, but it has become necessary to review this By-Law mainly due to the municipal policy to allow the self-generation of electricity through photo voltaic or wind means.

A public participation process was followed from 24 January 2019 – 25 February 2019.

The proposed Draft Electrical Supply Services By-Law will in comparison with the existing By-law address a wider spectrum of Electrical Services management matters, thus ensuring that the Municipality conforms to its mandate in terms of the Constitution and NERSA Regulations ensuring safe and quality electrical services for its citizens.

It includes:

- a. Co-Generation
- b. Supplies to Backyard Dwellers
- c. Smart Meters
- d. Retail Wheeling
- e. Energy Efficient use
- f. Development Charges policy

A set of proposed Admission of Guilt Fines (AGF) is attached as **ANNEXURE B.**

SPECIAL COUNCIL: 2020-05-27: ITEM 8.1**RESOLVED** (majority vote)

- (a) that the content of this report be noted;
- (b) that the attached Draft Electrical Services By-law (2019) be approved and adopted by Council as the final Electrical Services By-Law;
- (c) that the Draft Electrical Services By-Law (2019), attached as **ANNEXURE A**, once approved and adopted by Council, be promulgated in the Provincial Gazette by the Directorate: Corporate Services' Legal Services team;
- (d) that the By-law becomes active upon the date that it is published in the Western Cape Provincial Gazette; and
- (e) that the proposed set of Admission of Guilt Fines (attached as **ANNEXURE B**) be accepted as the fines to be sought approval from the Chief Magistrate for this By-Law.

The following Councillors requested that their votes of dissent be minuted:

Cllrs F Adams; FT Bangani-Menziwa (Ms); DA Hendrickse; LK Horsband (Ms); RS Nalumango (Ms); N Sinkinya (Ms) and LL Stander.

FOR FURTHER DETAILS CONTACT:

NAME	Deon Louw
POSITION	<i>Director</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	<i>021 808 8213</i>
E-MAIL ADDRESS	Deon.louw@Stellenbosch.gov.za
REPORT DATE	<i>14 April 2019</i>

8.2	ADOPTION OF THE REVIEWED STELLENBOSCH LIQUOR TRADING HOURS BY-LAW
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Collaborator No:

IDP KPA Ref No:

Meeting Date: 27 May 2020

1. SUBJECT: ADOPTION OF THE REVIEWED STELLENBOSCH LIQUOR TRADING HOURS BY-LAW

2. PURPOSE

To request final approval of the Reviewed Stellenbosch Liquor Trading Hours By-law by Council.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The reviewed Stellenbosch Liquor Trading Hours By-Law corrects various deficiencies in the current Liquor Trading Hours By-Law. The aforementioned By-law has now been advertised for public comments, and since no comments were received, it is now submitted for final approval.

SPECIAL COUNCIL: 2020-05-27: ITEM 8.2

THE SPEAKER RULED

that this matter be withdrawn in order for Administration to refine the By-law by factoring in the possible impact of the COVID-19 pandemic.

FOR FURTHER DETAILS CONTACT:

NAME	Craig Alexander
POSITION	<i>Acting Director</i>
DIRECTORATE	<i>Planning & Economic Development</i>
CONTACT NUMBERS	<i>021 808 8491</i>
E-MAIL ADDRESS	<i>craig.alexander@stellenbosch.gov.za</i>
REPORT DATE	<i>13-03-2020</i>

8.3	MUNICIPAL SOLIDARITY FUND TOWARDS THE CURBING OF THE SPREAD AND IMPACT OF COVID-19
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

27 May 2020

1. SUBJECT: MUNICIPAL SOLIDARITY FUND TOWARDS THE CURBING OF THE SPREAD AND IMPACT OF COVID-19

2. PURPOSE OF REPORT

To inform Council of the SALGA Circular received on the Municipal Solidarity Fund towards the curbing of the spread and the impact of COVID-19. Council to consider the proposals contained in the circular.

3. DELEGATED AUTHORITY

Municipal Council

4. EXECUTIVE SUMMARY

The President of the Republic, His Excellency President Cyril Ramaphosa, announced the establishment of a national Solidarity Fund on 23 March 2020 to unite the nation in its response to the COVID-19 crisis. As a direct contribution from local government, SALGA proposed that municipalities consider the creation of a Municipal Solidarity Fund. This fund is envisaged to be used as a platform to mobilize and coordinate financial and in-kind contributions from councillors, municipal officials, stakeholders, civil society, as well as the general public, to contribute to a consolidated effort at a local municipal level.

SPECIAL COUNCIL: 2020-05-27: ITEM 8.3

Councillor Badenhorst requested that it be minuted for public record that, in response to the President's call for a National Solidarity Fund, the Association of the Democratic Alliance Public Representatives in Council has donated a combined total of R1,5 million from their respective salaries toward the Solidarity Fund, specifically to support struggling smme's, and that the Democratic Alliance as a political party has also donated R200 000 toward hand sanitizers for frontline workers.

Councillors of the EFF, the ACDP and the PDM reported that their public office bearers are already donating to various Covid Relief funds. (EFF councillors contribute a third of their salaries for 3 months; the ACDP councillors give 10 percent of their salaries for 3 months).

RESOLVED (majority vote with abstentions)

- (a) that Council notes the circular from Salga and notes the request to establish a municipal fund;
- (b) that it further be noted that Councillors and employees are requested to make contributions to this fund, specifically that Councillors donate the amount of the increase for the months of April, May and June to the fund;
- (c) that it further be noted that some political parties/councillors have already made contributions to the fund or other funds for the Covid-19 cause;

- (d) that the section 12 Mayoral Fund be used as a vehicle for the contributions toward the Covid-19 cause as to avoid additional administrative costs;
- (e) that it be noted that all contributions are voluntary and cannot be forced on to any councillor or employee, and that the amount to be donated is also personal or confidential and a voluntary amount;
- (f) that the Chief Financial Officer takes all necessary steps to enable Councillors to pay the donations into the Mayoral Fund; and
- (g) that all donations for the Covid-19 cause be ring-fenced in the section 12 Mayoral Fund for the Covid-19 cause.

The following Councillors requested that their votes of dissent be minuted: Cllrs DA Hendrickse; LK Horsband (Ms).

The following Councillors indicated their abstention from voting: Cllrs F Adams; FT Bangani-Menziwa (Ms); RS Nalumango (Ms); N Sinkinya (Ms) and LL Stander.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	municipal.manager@ Stellenbosch.gov.za
REPORT DATE	11 May 2020

The meeting adjourned at 13:50.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments**

8.	STATUTORY MATTERS
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8.1	SPECIAL ADJUSTMENTS BUDGET FOR 2019/2020
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Collaborator No: 8/1
BUDGET KPA Ref No: Good Governance and Compliance
Meeting Date: 12 June 2020

1. SUBJECT: SPECIAL ADJUSTMENTS BUDGET FOR 2019/2020

2. PURPOSE

To table the Special adjustments budget in terms of the MFMA Exemption notice 43181 issued on 30 March 2020, paragraph 3(2), for approval.

3. DELEGATED AUTHORITY

FOR APPROVAL BY MUNICIPAL COUNCIL

4. EXECUTIVE SUMMARY

This Special adjustments budget is to address all expenditure linked to the emergency to address the COVID-19 pandemic. Furthermore, the budget also addresses adjustments in terms of section 28 (2) a, b, of the MFMA and is further explained as required by section 28 (2) (5) of the legislation.

Attached as **APPENDIX 1** is an executive summary by the Accounting Officer.

5. RECOMMENDATIONS

(a) that the Special Adjustments Budget as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDICES 1 and 2**, be approved.

(b) that the expenditure relating to Operational, as well as Capital, be adjusted downwards due to the material under collection of revenue for the current 2019/20 financial year due to the COVID-19 pandemic; and

(c) that the Service Delivery and Budget Implementation Plan be adjusted accordingly, inclusive of the non-financial information (performance measurement).

6. DISCUSSION / CONTENTS

6.1 Background

In terms of the MFMA Exemption notice 43181 issued on 30 March 2020, paragraph 3(2) states that Municipal Councils may pass a special adjustment budget before the end of the 2019/2020 financial year to authorise all expenditure linked to the emergency to address the COVID-19 pandemic.

The Annexure to MFMA Circular No. 99 provides further guidance to municipalities and municipal entities regarding Government Gazette No.43181 on local government:

Municipal Finance Management Act, 2003 – exemption from Act and Regulations that was published on 30 March 2020.

In terms of section 28 of the Municipal Finance Management Act (Act no. 56 of 2003), a municipality may revise an approved budget through an adjustments budget process. Only the mayor may table an adjustments budget in the Municipal Council (within the prescribed framework). The latter is regulated by means of the Municipal Budget and Reporting Regulations that came into effect on 1 July 2009.

In terms of section 28(2) of the Municipal Finance Management Act, an adjustments budget:

- a) must adjust the revenue and expenditure estimates downwards if there is material under collection of revenue during the current year;*
- b) may appropriate additional revenue that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for;*

In terms of the Annexure to MFMA Circular Mo. 99, only one adjustment budget will be allowed between the date of the declaration of the national state of disaster and 15 June 2020.

6.2 Discussion

Capital Adjustments Budget

The material under collection of revenue contributed to the downward adjustment of the capital budget as a result of the COVID-19 pandemic. Various capital projects were identified for downward adjustment where contractors could not continue with the implementation of the projects due to the National Lockdown Regulations.

Effect of the adjustments budget on the current annual budget:

Taking all proposed adjustments into consideration, will result in the current approved capital budget of R612 498 439 decreasing with R34 593 155. The proposed adjusted capital budget for 2019/2020 will be R577 905 284, refer to **APPENDIX 1** for the detail.

Operational Adjustment Budget

The municipality performed a cash flow forecast based on the actual collection of cash compared to billed revenue due to the National lockdown being declared from 26 March 2020. On average the municipality had a loss in actual income versus billed revenue of R40 million rand per month.

With the process followed during the Special adjustment budget, taking into consideration projected spending or projected billed revenue versus what was actually collected, it was identified that the operational budget should be downward adjusted.

Material under collection of the following revenue streams were identified:

- a) Service charges - Water Revenue
- b) Service Charges - Refuse
- c) Service Charges – Sanitation
- d) Interest earned on external investments
- e) Fines, Penalties and Forfeits – Traffic fines

The municipality also received the conditional grant allocations to address the emergency of COVID-19.

Grant	Type	Amount
Local Government Support Grant	Operational	R 900 000
Municipal Disaster Relief Grant	Operational	R 209 000
CWDM: Community Safety Allocation	Operational	R 385 020
CWDM: Own funds	Operational	R 2 117 647
Total		R3 611 667

Effect of the adjustments budget on the current annual budget:

The operational income budget of 2019/2020 decreases from R1 952 927 162 to the proposed budget of R1 889 538 529 refer to **APPENDIX 1** for detail.

The operational expenditure budget of 2019/2020 decreases from R1 842 012 085 to the proposed budget amount of R1 778 283 597 refer to **APPENDIX 1** for detail.

Material changes to the operating budget:

Operational Income Budget

The following revenue line items were adversely affected as a result of the national disaster linked to the COVID-19 pandemic and will be adjusted downwards:

- **Service charges - water revenue:** The municipality has billed R29 050 180 less water than initially anticipated. The average billing for the year amounted to R14 120 427 per month which indicates that the decline in consumption equates to more than two month's billings. This was further influenced by Business and Commercials that could not operate due to the national disaster. The revenue budget for the line item will have to be adjusted downward with R30 000 000.
- **Service charges - sanitation revenue:** The municipality has billed R25 749 242 less sanitation charges than initially anticipated. The average monthly billing amounted to R7 341 331 per month. The revenue budget for this line item will have to be adjusted downwards with R20 000 000.
- **Service charges - refuse revenue:** The municipality has billed R4 288 875 less refuse charges than initially anticipated. The revenue budget for this line item will have to be adjusted downwards with R5 000 000.
- **Fines, Penalties and Forfeits - Traffic Fines:** The National lockdown resulted in a decrease in traffic fines issued. The revenue budget for this line item will have to be adjusted downwards with R10 000 000.
- **Interest earned on external investments:** The material under collection of actual income against billed revenue had an adverse impact on this revenue stream. The municipality had to use its cash reserves that was earmarked for investment purposes. The revenue budget for this line item will have to be adjusted downward with R2 000 000.

The municipality was allocated additional funding due to the state of emergency.

- **Transfers and subsidies:** The revenue line item will be adjusted upward due to additional funding allocated to the municipality for the amount of R3 611 667.

Operational Expenditure Budget

Various line items were adjusted (detail included in APPENDIX 1) due to the material under collection of billed revenue.

6.3 External Loan for 2019/2020

After considering the municipality's cash position as at 31 May 2020 and also taking into account the national state of disaster as a result of the COVID-19 pandemic, it would be in council's best interest not to take up the external loan of R120 000 000 for the 2019/2020 financial year.

6.4 Legal Implications

The item is compliant with the relevant legislative framework.

6.5 Staff Implications

This report has no staff implications to the Municipality.

6.6 Previous / Relevant Council Resolutions:

34th Council Meeting on 29 January 2020, Item 8.3 Mid-Year Adjustments Budget.

6.7 Risk Implications

None

6.8 Comments from Senior Management:

Inputs from all Directorates were incorporated into the adjustments budget.

ANNEXURES:

Appendix 1 – Budget documentation

Appendix 2 – Special Adjustments budget 19/20 (B-schedule)

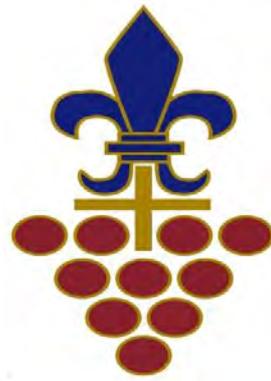
Appendix 3 – Quality certificate

FOR FURTHER DETAILS CONTACT:

NAME	KEVIN CAROLUS
POSITION	CHIEF FINANCIAL OFFICER
DIRECTORATE	FINANCIAL SERVICES
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E-MAIL ADDRESS	Kevin.Carolus@ Stellenbosch.gov.za
REPORT DATE	12 June 2020

Item 8.1

Appendices 1-3



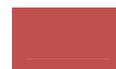
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STELLENBOSCH MUNICIPALITY

SPECIAL ADJUSTMENTS BUDGET DOCUMENTATION JUNE 2020



Contents

ADJUSTMENTS BUDGET

PART 1

1. Mayor's report.....	3
2. Resolutions.....	4
3. Executive Summary.....	5
4. Adjustments' Budget tables.....	6

PART 2

5. Adjustments Budget assumptions.....	8
6. Adjustments to budget funding.....	8
7. Adjustments to capital expenditure.....	8
8. Adjustments to operational expenditure	13
9. Adjustments to operational revenue.....	22

SPECIAL ADJUSTMENTS BUDGET

PART 1

1. Mayor's Report

Special Adjustment Budget

In terms of the MFMA Exemption notice 43181 issued on 30 March 2020, paragraph 3(2) states that Municipal Councils may pass a special adjustment budget before the end of the 2019/2020 financial year to authorise all expenditure linked to the emergency to address the COVID-19 pandemic.

The Annexure to MFMA Circular No. 99 provides further guidance to municipalities and municipal entities regarding Government Gazette No.43181 on local government: Municipal Finance Management Act, 2003 – exemption from Act and Regulations that was published on 30 March 2020.

In terms of the Annexure to MFMA Circular Mo. 99, only one adjustment budget will be allowed between the date of the declaration of the national state of disaster and 15 June 2020.

The municipality also assessed the impact on the material under collection of revenue due to the COVID-19 pandemic in terms of section 28 (2)(a) of the Municipal Finance Management Act (Act No.56 of 2003.)

The adjustments on under collection of revenue will be allowed to the extent that it can be linked to the impact of COVID-19. Section 28(2)(a) in conjunction with the MFMA Exemption notice was therefore used to present the Special Adjustment Budget.

Allocations to municipalities as contained in the Western Cape Adjustment estimates of Provincial Expenditure (emergency funds) 2020 and the 2020 Adjustments Appropriation Bill which were not listed in the Division of Renee Act, 2020

Minister D Maynier tabled the 2020/21 Western Cape Provincial Gazette Extraordinary 8232 on 23 April 2020 and arising from this, for the 2019/20 financial year, Stellenbosch Municipality received an additional grant allocation. The additional funds have been allocated in terms of section 28 (2) (b) of the Municipal Finance Management Act (Act 56 of 2003) and regulation 23 (3) of the Municipal Budget & Reporting Regulations (17 April 2009).

Local Government Support Grant R900 000

Other Allocations

The municipality has received a funding allocation from the Department of Cooperative Governance for response and intervention measures for the Covid-19 pandemic from the Municipal Disaster Relief Grant (MDRG) for the amount of **Two Hundred and Nine Thousand Rand (R209 000)**.

A funding allocation letter was also received from the Cape Winelands District Municipality (CWDM) to Stellenbosch Municipality for the amount of **Two Million Five Hundred and Two Thousand Six Hundred and Sixty Seven Rand (R2 502 667)**.

2. Resolutions

- (a) that the Special Adjustments Budget as prescribed by the MFMA Exemption Notice, as well as the Budgeting and Reporting Regulations, as set out in APPENDIX 1 and 2 be approved.
- (b) that the following capital projects be adjusted downward over the MTREF (2019/2020) as set out in APPENDIX 1 and be approved.
- (c) that the Service Delivery and Budget Implementation Plan be adjusted accordingly inclusive of the non-financial information (performance measurement).

3. Executive Summary

Due to the exemption notice as a result of the National State of Disaster, the municipality recognized the necessity to do a Special Adjustment budget as per MFMA Exemption notice 43181 issued on 30 March 2020.

On a high level, the Special Adjustments Budget is as follows:

HIGH LEVEL BUDGET SUMMARY 2019/2020				
Special Adjustments Budget	Operational Revenue	Operational Expenditure	Capital	Total
Municipal Manager	387 360	37 870 412	35 000	37 905 412
Planning & Development	98 417 792	101 973 445	16 804 730	118 778 175
Infrastructure Services	1 171 183 302	976 188 766	56 778 419	1 032 967 185
Community & Protection services	159 720 496	366 134 596	362 073 145	728 207 741
Corporate Services	13 710 309	162 009 383	141 913 990	303 923 373
Financial Services	463 119 510	134 106 996	300 000	134 406 996
	1 906 538 769	1 778 283 597	577 905 284	2 356 188 881

The breakdowns of the conditional grants are as follows:

Grant	Type	Amount
Local Government Support Grant	Operational	R 900 000
Municipal Disaster Relief Grant	Operational	R 209 000
CWDM: Community Safety Allocation	Operational	R 385 020
CWDM: Own funds	Operational	R 2 117 647
Total		R3 611 667

The additional grant funding will be utilised towards the approved business plan of the municipality linked to the national state of disaster, also taking into account the material under collection of revenue, various expenditure line items were effected:

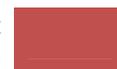


Directorate	Approved Budget (R)	Grant Allocation	Adjustments	Adjustments Budget (R)	%	% Reduction
Municipal Manager	40 371 153		-2 500 741	37 870 412	2.13%	-6.19%
Planning & Development	107 532 751		-5 559 306	101 973 445	5.75%	-5.17%
Infrastructure Services	1 028 458 485		-52 269 719	976 188 766	55.01%	-5.08%
Community & Protection services	367 819 249	3 611 667	-5 296 320	362 522 929	20.43%	-1.44%
Corporate Services	163 576 881		-1 567 498	162 009 383	9.13%	-0.96%
Financial Services	134 253 566		-146 570	134 106 996	7.56%	-0.11%
	1 842 012 085	3 611 667	-67 340 155	1 774 671 930	100%	-3.66%

4. Adjustments Budget Tables

In accordance with the Budget and Reporting Regulations, the following compulsory schedules are attached (Appendix 2) reflecting the composition and detail of the adjustments budget:

Table name	Table reference
Adjustments Budget Summary	B1
Adjustments Budget Financial Performance by standard classification	B2
Adjustments Budget Financial Performance by vote	B3
Adjustments Budget Financial Performance	B4
Adjustments Budget Capital Expenditure by vote and funding	B5
Adjustments Budget Financial Position	B6
Adjustments Budget Cash Flows	B7
Cash backed reserves/ Accumulated surplus reconciliation	B8
Asset Management	B9
Basic Service Delivery Measurement	B10



The following other supporting schedules (SB1 – SB19) are attached on Appendix 2 In accordance with the Budget and Reporting Regulations.

Table Name	Table reference
Supporting detail to 'Budgeted Financial Performance'	SB1
Supporting detail to 'Financial Position Budget'	SB2
Adjustments to the SDBIP	SB3
Adjustments to the budgeted performance indicators & benchmarks	SB4
Social, economic & demographic statistics & assumptions	SB5
Funding measurement	SB6
Transfers & grant receipts	SB7
Expenditure on transfers & grant programme	SB8
Reconciliation of transfers, grant receipts and unspent funds	SB9
Transfers & grants made by the municipality	SB10
Councillor & staff benefits	SB11
Monthly revenue & expenditure (vote)	SB12
Monthly revenue & expenditure (standard classification)	SB13
Monthly revenue & expenditure	SB14
Monthly cash flow	SB15
Monthly capital expenditure (vote)	SB16
Monthly capital expenditure (standard classification)	SB17
Capital expenditure on new assets by asset class	SB18a
Capital expenditure on renewal of existing assets by asset class	SB18b
Expenditure on repairs & maintenance by asset class	SB18c
Depreciation by asset class	SB18d
List of capital programmes & projects affected by the adjusted budget	SB19

PART 2**5. Adjustments Budget Assumptions**

This adjustments budget is based on the following assumptions:

1. All non-multiyear capital expenditure projects will be completed in the current financial year.

6. Adjustments Budget Funding

The financing sources of the capital adjustments budget are as follows:

<u>Funding</u>	Approved Budget (R)	%	Adjustments Budget (R)	%
Own Funding				
Capital Replacement Reserve	261 016 442	43%	346 423 286	60%
			-	
External Funding				
External Loans	157 096 470	26%	37 096 470	6%
Public contributions & donations	50 000 000	8%	50 000 000	9%
National Grants	62 526 000	10%	62 526 000	11%
Provincial Grants	81 859 528	13%	81 859 528	14%
	612 498 440		577 905 284	

7. Adjustments to Capital Expenditure

The revised capital expenditure budget per vote is as follows:

<u>Directorate</u>	Approved Budget (R)	%	Adjustments Budget (R)	%
Municipal Manager	35 000	0.01%	35 000	0.01%
Planning & Development	19 479 019	3.18%	16 804 730	2.91%
Infrastructure Services	386 496 778	63.10%	56 778 419	9.82%
Community & Protection services	63 653 652	10.39%	362 073 145	62.65%
Corporate Services	142 533 990	23.27%	141 913 990	24.56%
Financial Services	300 000	0.05%	300 000	0.05%
	612 498 440	100%	577 905 284	100%

<u>Directorate</u>	Approved Budget (R)	Adjustments	Adjustments Budget (R)	% Reduction
Municipal Manager	35 000	-	35 000	0.00%
Planning & Development	19 479 019	-2 674 289	16 804 730	-13.73%
Infrastructure Services	386 496 778	-6 875 233	56 778 419	-10.80%
Community & Protection services	63 653 652	-24 423 633	362 073 145	-6.32%
Corporate Services	142 533 990	-620 000	141 913 990	-0.43%
Financial Services	300 000	-	300 000	0.00%
	612 498 440	-34 593 155	577 905 284	-5.65%

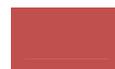
The detailed list of the adjustments made is as follows:

Projects	Approved Budget	Adjustment	Adjusted Budget
PLANNING AND DEVELOPMENT SERVICES	4 684 194	-2 674 289	2 009 905
Planning and Development	600 548	-400 000	200 548
Informal Traders	600 548	-400 000	200 548
Economic Development and Tourism	1 728 646	-674 289	1 054 357
Establishment of Informal Trading Markets	660 170	-255 761	404 409
Establishment of informal trading markets Cloetesville	1 068 476	-418 528	649 948
IHS: Housing Development	2 100 000	-1 400 000	700 000
Langrug Dam	1 500 000	-1 000 000	500 000
Northern Extension: Feasibility	600 000	-400 000	200 000
Spatial Planning: Planning and Development	255 000	-200 000	55 000
Furniture, Tools and Equipment	255 000	-200 000	55 000

Projects	Approved Budget	Adjustment	Adjusted Budget
INFRASTRUCTURE SERVICES	90 374 492	-24 423 633	65 950 859
Executive Support: Engineering Services: General	963 200	-821 342	141 858
Furniture, Tools & Equipment	110 000	-31 342	78 658
Update of Engineering Infrastructure GIS Data	363 200	-363 200	-
Implementation of Ward Priorities	490 000	-426 800	63 200
Electrical Services	17 644 124	-2 402 728	15 241 396
DSM Geysers Control	500 000	-113 748	386 252
Network Cable Replacement 11 KV	3 000 000	-1 000 000	2 000 000
Infrastructure Improvement - Franschoek	1 506 000	-6 000	1 500 000
Stand-by Generator	10 355 144	-1 000 000	9 355 144
Specialized Vehicles	2 282 980	-282 980	2 000 000
Infrastructure Plan, Dev and Implement	9 546 887	-3 395 981	6 150 906
Access to Basic Services	500 000	-300 000	200 000
Basic Services Improvements: Langrug	756 975	65 368	822 343
Housing Projects	250 000	-61 349	188 651
Jamestown: Mountainview Installation of water and sewer services	100 000	-100 000	-
Smartie town, Cloeteville	3 939 912	-1 500 000	2 439 912
Upgrading of The Steps/Orlean Lounge	4 000 000	-1 500 000	2 500 000

Waste Management: Solid Waste Management	18 168 492	-1 528 275	16 640 217
Transfer Station: Stellenbosch	444 116	-328 275	115 841
Stellenbosch Material Recovery Facility	17 224 376	-1 000 000	16 224 376
Waste to Energy - Planning	500 000	-200 000	300 000
Water and Wastewater Services: Water	31 783 736	-13 863 247	17 920 489
Bulk water supply Klapmuts	10 000 000	-2 579 511	7 420 489
Reservoirs and Dam Safety	4 783 736	-1 283 736	3 500 000
New Reservoir: Polkadraai	17 000 000	-10 000 000	7 000 000
Water and Wastewater Services: Sanitation	5 386 000	-2 600 000	2 786 000
New Development Bulk Sewer Supply WC024	1 100 000	400 000	1 500 000
Sewerpipe Replacement	2 786 000	-2 000 000	786 000
Update Sewer Masterplan and IMQS	1 500 000	-1 000 000	500 000
Roads and Stormwater	6 882 053	187 940	7 069 993
Upgrade Gravel Roads - Lamotte & Franshoek	6 882 053	187 940	7 069 993
CORPORATE SERVICES	2 091 783	-620 000	1 471 783
Properties and Municipal Building Maintenance	2 091 783	-620 000	1 471 783
Upgrading of Community Facilities: Jonkershoek	200 000	-200 000	-
Structural Improvements General	1 891 783	-420 000	1 471 783

COMMUNITY & PROTECTION SERVICES	17 324 571	-6 875 233	10 449 338
Parks and Cemeteries	9 718 000	-2 482 000	7 236 000
Integrated Parks	4 582 000	-482 000	4 100 000
Extension of Cemetery Infrastructure	2 171 000	-1 000 000	1 171 000
Upgrading of Parks	2 350 000	-500 000	1 850 000
Furniture, Tools and Equipment	265 000	-150 000	115 000
Spray/Water Parks	350 000	-350 000	-
Community Services: Library Services	2 816 833	-2 592 833	224 000
Plein Street: Furniture, Tools and Equipment	60 000	-36 000	24 000
Upgrading: Cloetesville Library	2 356 833	-2 356 833	-
Libraries: CCTV	400 000	-200 000	200 000
Environmental Management: Nature Conservation	2 716 338	-1 077 000	1 639 338
Papegaaiberg Nature Reserve	2 039 338	-400 000	1 639 338
Upgrading of Jonkershoek Picnic Site	677 000	-677 000	-
Recreation, Sports Grounds & Halls	2 073 400	-723 400	1 350 000
Fencing: Sport Grounds (WC024)	1 000 000	-500 000	500 000
Recreational Equipment Sport	80 000	-30 000	50 000
Sport: Community Services Special Equipment	320 000	-120 000	200 000
Upgrade of Sport Facilities	673 400	-73 400	600 000
Total	114 475 040	-34 593 155	79 881 885



8. Adjustments to Operational Expenditure

The revised operational expenditure budget per vote is as follows:

Directorate	Approved Budget	Adjustment	Adjusted Budget	% reduction
Municipal Manager	40 371 153	-2 500 741	37 870 412	-6%
Planning and Development Services	107 532 751	-5 559 306	101 973 445	-5%
Community and Protection Services	367 819 249	-1 684 653	366 134 596	0%
Infrastructure Services	1 028 458 485	-52 269 719	976 188 766	-5%
Corporate Services	163 576 881	-1 567 498	162 009 383	-1%
Financial Services	134 253 566	-146 570	134 106 996	0%
	1 842 012 085	-63 728 488	1 778 283 597	-3%

The detailed list of the adjustments made is as follows:

Directorate	Expenditure Category	Item Description	Adjustments
Municipal Manager	Contracted Services	Business and Advisory:Accounting and Auditing	- 50 000
Municipal Manager	Contracted Services	Business and Advisory:Organisational	- 73 207
Municipal Manager	Contracted Services	Contractors:Catering Services	- 98 089
Municipal Manager	Contracted Services	Contractors:Event Promoters	- 37 990
Municipal Manager	Contracted Services	Contractors:Graphic Designers	- 15 264
Municipal Manager	Contracted Services	Contractors:Maintenance of Equipment	- 14 232
Municipal Manager	Contracted Services	Contractors:Photographer	- 25 361
Municipal Manager	Contracted Services	Contractors:Stage and Sound Crew	- 56 800
Municipal Manager	Contracted Services	Outsourced Services:Internal Auditors	- 532 694
Municipal Manager	Contracted Services	Outsourced Services:Professional Staff	- 137 199
Municipal Manager	Contracted Services	Outsourced Services:Translators, Scribes	- 25 000
Municipal Manager	Contracted Services	Outsourced Services:Transport Services	- 35 000
Municipal Manager	Inventory Consumed	Consumables:Standard Rated	- 90 000
Municipal Manager	Inventory Consumed	Consumables:Zero Rated	- 15 000
Municipal Manager	Operating Leases	Operating Leases:Computer Equipment	- 40 000
Municipal Manager	Operating Leases	Operating Leases:Furniture and Office Equipment	- 100 000
Municipal Manager	Operational Cost	Advertising, Publicity and Marketing:Corporate	- 99 636
Municipal Manager	Operational Cost	Advertising, Publicity and Marketing:Customer	- 200 000
Municipal Manager	Operational Cost	Advertising, Publicity and Marketing	- 75 000
Municipal Manager	Operational Cost	Advertising, Publicity and Marketing:Municipal	- 200 000
Municipal Manager	Operational Cost	Domestic:Accommodation	- 90 403
Municipal Manager	Operational Cost	Domestic:Daily Allowance	- 68 173
Municipal Manager	Operational Cost	Domestic:Food and Beverage (Served)	- 10 100
Municipal Manager	Operational Cost	Domestic:Incidental Cost	- 21 618
Municipal Manager	Operational Cost	Entertainment:Senior Management	- 13 992
Municipal Manager	Operational Cost	Operational Cost:Assets less than the Capitalisation	- 9 236

Directorate	Expenditure Category	Item Description	Adjustments
Municipal Manager	Operational Cost	Operational Cost:Office Decorations	- 5 054
Municipal Manager	Operational Cost	Operational Cost:Printing, Publications and Books	- 134 051
Municipal Manager	Operational Cost	Operational Cost:Professional Bodies, Membership	- 20 554
Municipal Manager	Operational Cost	Operational Cost:Travel Agency and Visa's	- 19 382
Municipal Manager	Operational Cost	Public Transport:Air Transport	- 47 581
Municipal Manager	Operational Cost	Seminars, Conferences, Workshops and Event	- 43 881
Municipal Manager	Operational Cost	Transport with Operator:Other Transport Provider	- 15 699
Municipal Manager	Operational Cost	Transport without Operator:Car Rental	- 39 614
Municipal Manager	Operational Cost	Transport without Operator:Own Transport	- 35 379
Municipal Manager	Operational Cost	Travel and Subsistence:Non-employees	- 5 554
SUB - TOTAL			- 2 500 741
Planning And Development Services	Contracted Services	Business and Advisory:Audit Committee	- 300 000
Planning And Development Services	Contracted Services	Business and Advisory:Human Resources	- 233 179
Planning And Development Services	Contracted Services	Business and Advisory:Project Management	- 1 188 116
Planning And Development Services	Contracted Services	Contractors:Employee Wellness	- 11 600
Planning And Development Services	Contracted Services	Contractors:Event Promoters	- 91 510
Planning And Development Services	Contracted Services	Contractors:First Aid	- 2 245
Planning And Development Services	Contracted Services	Contractors:Graphic Designers	- 14 976
Planning And Development Services	Contracted Services	Contractors:Management of Informal Settlements	- 600 000

Directorate	Expenditure Category	Item Description	Adjustments
Planning And Development Services	Contracted Services	Contractors:Stage and Sound Crew	- 1 000
Planning And Development Services	Contracted Services	Infrastructure and Planning:Land and Quantity Survey	- 161 809
Planning And Development Services	Contracted Services	Outsourced Services:Personnel and Labour	- 52 000
Planning And Development Services	Contracted Services	Outsourced Services:Professional Staff	- 790 296
Planning And Development Services	Contracted Services	Outsourced Services:Translators, Scribes	- 7 488
Planning And Development Services	Operating Leases	Operating Leases:Furniture and Office Equipment	- 1 057 672
Planning And Development Services	Operating Leases	Operating Leases:Machinery and Equipment	- 34 570
Planning And Development Services	Operational Cost	Advertising, Publicity and Marketing:Signs	- 56 067
Planning And Development Services	Operational Cost	Advertising, Publicity and Marketing:Staff Recruit	- 44 027
Planning And Development Services	Operational Cost	Advertising, Publicity and Marketing:Tenders	- 82 226
Planning And Development Services	Operational Cost	Domestic:Accommodation	- 187 017
Planning And Development Services	Operational Cost	Domestic:Daily Allowance	- 66 779
Planning And Development Services	Operational Cost	Domestic:Food and Beverage (Served)	- 23 000
Planning And Development Services	Operational Cost	Domestic:Incidental Cost	- 5 504
Planning And Development Services	Operational Cost	Entertainment:Senior Management	- 23 000
Planning And Development Services	Operational Cost	Operational Cost:Assets less than the Capitalisation	- 11 536
Planning And Development Services	Operational Cost	Public Transport:Air Transport	- 142 617

Directorate	Expenditure Category	Item Description	Adjustments
Planning And Development Services	Operational Cost	Seminars, Conferences, Workshops and Events	- 189 500
Planning And Development Services	Operational Cost	Transport with Operator:Other Transport Provider	- 99 473
Planning And Development Services	Operational Cost	Transport without Operator:Car Rental	- 35 700
Planning And Development Services	Operational Cost	Transport without Operator:Own Transport	- 36 400
Planning And Development Services	Operational Cost	Travel and Subsistence:Non-employees	- 10 000
SUB - TOTAL			- 5 559 306
Community And Protection Services	Contracted Services	Business and Advisory:Communications	- 8 000
Community And Protection Services	Contracted Services	Contractors: Maintenance of Equipment	- 48 200
Community And Protection Services	Contracted Services	Contractors:Artists and Performers	- 80 000
Community And Protection Services	Contracted Services	Contractors:Bore Waterhole Drilling	- 49 438
Community And Protection Services	Contracted Services	Contractors:Stage and Sound Crew	- 150 000
Community And Protection Services	Contracted Services	Outsourced Services:Clearing and Grass Cutting	- 17 000
Community And Protection Services	Operating Leases	Operating Leases:Machinery and Equipment	- 22 666
Community And Protection Services	Operational Cost	Advertising, Publicity and Marketing:Staff Recruit	- 27 426
Community And Protection Services	Operational Cost	Advertising, Publicity and Marketing:Tenders	- 12 000
Community And Protection Services	Operational Cost	Communication:Cellular Contract (Subscription)	- 25 000

Directorate	Expenditure Category	Item Description	Adjustments
Community And Protection Services	Operational Cost	Communication:Telephone, Fax, Telegraph	- 73 000
Community And Protection Services	Operational Cost	Domestic:Accommodation	- 451 734
Community And Protection Services	Operational Cost	Domestic:Daily Allowance	- 146 168
Community And Protection Services	Operational Cost	Domestic:Food and Beverage (Served)	- 186 166
Community And Protection Services	Operational Cost	Domestic:Incidental Cost	- 165 971
Community And Protection Services	Operational Cost	Operational Cost:Assets less than the Capitalisati	- 20 603
Community And Protection Services	Operational Cost	Operational Cost:Honoraria (Voluntarily Workers)	- 17 980
Community And Protection Services	Operational Cost	Operational Cost:Professional Bodies, Membership	- 202 108
Community And Protection Services	Operational Cost	Public Transport:Air Transport	- 349 409
Community And Protection Services	Operational Cost	Seminars, Conferences, Workshops and Events	- 50 000
Community And Protection Services	Operational Cost	Transport with Operator:Other Transport Provider	- 1 121 850
Community And Protection Services	Operational Cost	Transport without Operator:Car Rental	- 192 350
Community And Protection Services	Operational Cost	Transport without Operator:Own Transport	- 1 879 251
Community And Protection Services	Transfers and Subsidies	Grant-in-aid	900 000
Community And Protection Services	Contracted Services	Contractors:Safeguard and Security	367 647
Community And Protection Services	Operational Cost	Uniforms and Protective Clothing	1 000 000
Community And Protection Services	Employee related costs	Salaries and Wages	750 000

Directorate	Expenditure Category	Item Description	Adjustments
Community And Protection Services	Employee related costs	Salaries and Wages	385 020
SUB - TOTAL			- 1 684 653
Infrastructure Services	Bulk Purchases	ESKOM	- 27 000 000
Infrastructure Services	Contracted Services	Business and Advisory:Project Management	- 2 625 744
Infrastructure Services	Contracted Services	Business and Advisory:Research and Advisory	- 300 690
Infrastructure Services	Contracted Services	Contractors:Maintenance of Buildings and Facilities	- 4 000 000
Infrastructure Services	Contracted Services	Contractors:Maintenance of Equipment	- 5 597
Infrastructure Services	Contracted Services	Contractors:Maintenance of Unspecified Assets	- 7 517 497
Infrastructure Services	Contracted Services	Contractors:Sewerage Services	- 2 300 000
Infrastructure Services	Contracted Services	Contractors:Transportation	- 3 000 000
Infrastructure Services	Contracted Services	Engineering:Structural	- 2 000 000
Infrastructure Services	Inventory Consumed	Inventory Consumed:Materials and Supplies	- 1 251 447
Infrastructure Services	Operational Cost	Advertising, Publicity and Marketing:Customer	- 58 326
Infrastructure Services	Operational Cost	Advertising, Publicity and Marketing:Signs	- 72 000
Infrastructure Services	Operational Cost	Advertising, Publicity and Marketing:Staff Recruit	- 77 730
Infrastructure Services	Operational Cost	Advertising, Publicity and Marketing:Tenders	- 47 058
Infrastructure Services	Operational Cost	Domestic:Accommodation	- 43 229
Infrastructure Services	Operational Cost	Domestic:Daily Allowance	- 21 466
Infrastructure Services	Operational Cost	Domestic:Food and Beverage (Served)	- 1 060
Infrastructure Services	Operational Cost	Domestic:Incidental Cost	- 8 123
Infrastructure Services	Operational Cost	Foreign:Daily Allowance	- 41 562
Infrastructure Services	Operational Cost	Operational Cost:Hire Charges	- 600 000
Infrastructure Services	Operational Cost	Operational Cost:Municipal Services	- 1 000 000
Infrastructure Services	Operational Cost	Operational Cost:Printing, Publications and Books	- 18 698

Directorate	Expenditure Category	Item Description	Adjustments
Infrastructure Services	Operational Cost	Operational Cost:Professional Bodies, Membership	- 6 000
Infrastructure Services	Operational Cost	Operational Cost:Travel Agency and Visa's	- 3 077
Infrastructure Services	Operational Cost	Public Transport:Air Transport	- 47 809
Infrastructure Services	Operational Cost	Seminars, Conferences, Workshops and Event	- 157 380
Infrastructure Services	Operational Cost	Transport with Operator:Other Transport Provider	- 7 890
Infrastructure Services	Operational Cost	Transport without Operator:Car Rental	- 32 665
Infrastructure Services	Operational Cost	Transport without Operator:Own Transport	- 24 671
SUB - TOTAL			- 52 269 719
Corporate Services	Contracted Services	Contractors:Maintenance of Equipment	- 63 760
Corporate Services	Contracted Services	Contractors:Maintenance of Unspecified Assets	- 14 000
Corporate Services	Inventory Consumed	Consumables:Standard Rated	- 302 000
Corporate Services	Operational Cost	Advertising, Publicity and Marketing:Corporate	- 996
Corporate Services	Operational Cost	Advertising, Publicity and Marketing:Tenders	- 220 570
Corporate Services	Operational Cost	Communication:Cellular Contract (Subscription)	- 51 735
Corporate Services	Operational Cost	Domestic:Accommodation	- 30 052
Corporate Services	Operational Cost	Domestic:Daily Allowance	- 9 615
Corporate Services	Operational Cost	Domestic:Incidental Cost	- 5 000
Corporate Services	Operational Cost	Operational Cost:Assets less than the Capitalisation	- 32 412
Corporate Services	Operational Cost	Operational Cost:Honoraria (Voluntarily Workers)	- 21 645
Corporate Services	Operational Cost	Operational Cost:Office Decorations	- 179 020
Corporate Services	Operational Cost	Operational Cost:Printing, Publications and Books	- 272 060
Corporate Services	Operational Cost	Public Transport:Air Transport	- 195 394
Corporate Services	Operational Cost	Seminars, Conferences, Workshops and Events	- 159 448

Directorate	Expenditure Category	Item Description	Adjustments
Corporate Services	Operational Cost	Transport with Operator:Other Transport Provider	- 8 870
Corporate Services	Operational Cost	Transport without Operator:Car Rental	- 921
SUB - TOTAL			- 1 567 498
Financial Services	Contracted Services	Contractors:Maintenance of Equipment	- 462
Financial Services	Contracted Services	Contractors:Maintenance of Unspecified Assets	- 5 387
Financial Services	Inventory Consumed	Consumables:Zero Rated	- 6 153
Financial Services	Operational Cost	Advertising, Publicity and Marketing:Corporate	- 7 907
Financial Services	Operational Cost	Communication:Cellular Contract (Subscription	- 9 629
Financial Services	Operational Cost	Domestic:Accommodation	- 36 772
Financial Services	Operational Cost	Domestic:Daily Allowance	- 17 450
Financial Services	Operational Cost	Domestic:Incidental Cost	- 31 366
Financial Services	Operational Cost	Operational Cost:Office Decorations	- 546
Financial Services	Operational Cost	Public Transport:Air Transport	- 6 803
Financial Services	Operational Cost	Transport without Operator:Car Rental	- 3 126
Financial Services	Operational Cost	Transport without Operator:Own Transport	- 20 969
SUB - TOTAL			- 146 570
GRAND TOTAL			- 63 728 488

9. Adjustments to Operational Revenue

The revised operating income budget per vote is as follows:

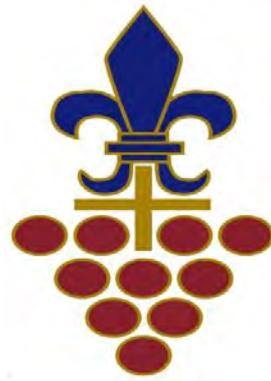
<u>Directorate</u>	Approved Budget (R)	Adjustments	Adjustments Budget (R)	%
Municipal Manager	387 360	-	387 360	0.02%
Planning & Development	98 417 792	-	98 417 792	5.21%
Infrastructure Services	1 221 183 302	-55 000 000	1 166 183 302	61.72%
Community & Protection services	156 108 889	-6 388 333	149 720 556	7.92%
Corporate Services	13 710 309	-	13 710 309	0.73%
Financial Services	463 119 510	-2 000 000	461 119 510	24.40%
	1 952 927 162	-63 388 333	1 889 538 829	100.00%

The detailed list of the adjustments made is as follows:

Operational Revenue

Department Name	Item Name	Approved Budget	Adjustments	Proposed Budget
Infrastructure Services				
Water	Water Sales	161 974 611	-30 000 000	131 974 611
Refuse Removal	Refuse Removal	69 224 664	-5 000 000	64 224 664
Sanitation	Sanitation Charges	113 503 000	-20 000 000	93 503 000
Sub Total: Infrastructure Services		344 702 275	-55 000 000	289 702 275
Community and Protection services				
Fines, Penalties and Forfeits	Traffic fines	108 260 389	-10 000 000	98 260 389
Government grants and subsidies		20 601 531	3 611 667	24 213 198
Sub Total: Community and Protection Services		128 861 920	-6 388 333	122 473 587
Financial Services				
Interest earned external investments		44 171 310	-2 000 000	42 171 310
Sub Total: Financial Services		44 171 310	-2 000 000	42 171 310

517 735 505	-63 388 333	454 347 172
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ADJUSTMENTS BUDGET TABLES

WC024 Stellenbosch - Table B1 Adjustments Budget Summary - June 2020

Description	Budget Year 2019/20									Budget Year +1 2020/21	Budget Year +2 2021/22
	Original Budget	Prior Adjusted 1	Accum. Funds 2	Multi-year capital 3	Unfore. Unavoid. 4	Nat. or Prov. Govt 5	Other Adjus. 6	Total Adjus. 7	Adjusted Budget 8	Adjusted Budget	Adjusted Budget
R thousands	A	A1	B	C	D	E	F	G	H		
Financial Performance											
Property rates	356 122	356 122	-	-	-	-	-	-	356 122	382 456	408 452
Service charges	1 024 589	984 589	-	-	-	-	(55 000)	(55 000)	929 589	1 109 445	1 195 463
Investment revenue	44 171	44 171	-	-	-	-	(2 000)	(2 000)	42 171	36 730	36 330
Transfers recognised - operational	172 339	181 075	-	-	-	-	3 612	3 612	184 687	179 316	183 641
Other own revenue	181 426	187 103	-	-	-	-	(10 000)	(10 000)	177 103	191 259	201 639
Total Revenue (excluding capital transfers and contributions)	1 778 647	1 753 060	-	-	-	-	(63 388)	(63 388)	1 689 671	1 899 207	2 025 525
Employee costs	603 268	557 348	-	-	-	-	385	385	557 733	628 564	665 252
Remuneration of councillors	19 936	19 936	-	-	-	-	-	-	19 936	21 115	22 363
Depreciation & asset impairment	206 956	206 956	-	-	-	-	-	-	206 956	215 430	224 255
Finance charges	39 877	29 877	-	-	-	-	-	-	29 877	54 668	66 655
Materials and bulk purchases	441 448	489 748	-	-	-	-	(28 665)	(28 665)	461 084	478 505	518 647
Transfers and grants	10 049	10 049	-	-	-	-	900	900	10 949	10 628	11 242
Other expenditure	486 713	528 098	-	-	-	-	(36 349)	(36 349)	491 749	516 351	539 936
Total Expenditure	1 808 247	1 842 012	-	-	-	-	(63 728)	(63 728)	1 778 284	1 925 262	2 048 352
Surplus/(Deficit)	(29 600)	(88 953)	-	-	-	-	340	340	(88 613)	(26 055)	(22 827)
Transfers recognised - capital	141 088	144 868	-	-	-	-	-	-	144 868	73 948	79 199
Contributions recognised - capital & contributed assets	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	111 488	55 915	-	-	-	-	340	340	56 255	47 893	56 372
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	111 488	55 915	-	-	-	-	340	340	56 255	47 893	56 372
Capital expenditure & funds sources											
Capital expenditure	558 278	612 499	-	-	-	-	(34 593)	(34 593)	577 906	457 333	426 338
Transfers recognised - capital	141 088	144 386	-	-	-	-	-	-	144 386	73 948	79 199
Borrowing	160 000	157 096	-	-	-	-	(120 000)	(120 000)	37 096	129 000	90 000
Internally generated funds	257 189	311 016	-	-	-	-	85 407	85 407	396 423	254 086	256 839
Total sources of capital funds	558 277	612 498	-	-	-	-	(34 593)	(34 593)	577 905	457 033	426 038
Financial position											
Total current assets	780 320	847 178	-	-	-	-	(113 812)	(113 812)	733 365	775 413	754 377
Total non current assets	5 907 057	5 961 279	-	-	-	-	(34 593)	(34 593)	5 926 685	6 117 070	6 330 631
Total current liabilities	352 300	352 300	-	-	-	-	-	-	352 300	373 899	394 726
Total non current liabilities	743 814	743 814	-	-	-	-	-	-	743 814	848 624	931 207
Community wealth/Equity	5 591 263	5 712 343	-	-	-	-	(148 406)	(148 406)	5 563 937	5 669 960	5 759 074
Cash flows											
Net cash from (used) operating	355 914	354 892	-	-	-	-	340	340	355 232	311 224	332 685
Net cash from (used) investing	(558 277)	(612 498)	-	-	-	-	34 593	34 593	(577 905)	(414 613)	(426 338)
Net cash from (used) financing	139 117	99 117	-	-	-	-	(120 000)	(120 000)	(20 883)	93 689	68 922
Cash/cash equivalents at the year end	370 118	408 230	-	-	-	-	(85 067)	(85 067)	323 163	313 463	288 732
Cash backing/surplus reconciliation											
Cash and investments available	370 118	436 975	-	-	-	-	(113 812)	(113 812)	323 163	360 418	335 687
Application of cash and investments	271 759	256 787	-	-	-	-	785	785	257 572	278 644	245 546
Balance - surplus (shortfall)	98 359	180 189	-	-	-	-	(114 598)	(114 598)	65 591	81 774	90 141
Asset Management											
Asset register summary (WDV)	5 900 562	5 954 784	-	-	-	-	(34 593)	(34 593)	5 920 191	6 110 103	6 323 166
Depreciation & asset impairment	197 184	197 184	-	-	-	-	-	-	197 184	205 072	213 274
Renewal and Upgrading of Existing Assets	218 416	211 017	-	-	-	-	(14 154)	(14 154)	196 864	192 554	244 000
Repairs and Maintenance	91 240	91 240	-	-	-	-	-	-	91 240	97 216	102 533
Free services											
Cost of Free Basic Services provided	49 768	49 768	-	-	-	-	-	-	49 768	54 545	50 858
Revenue cost of free services provided	84 568	84 568	-	-	-	-	-	-	84 568	85 589	89 872
Households below minimum service level											
Water:	1	1	-	-	-	-	-	-	1	1	1
Sanitation/sewerage:	1	1	-	-	-	-	-	-	1	1	1
Energy:	2	2	-	-	-	-	-	-	2	2	2
Refuse:	4	4	-	-	-	-	-	-	4	4	4

WC024 Stellenbosch - Table B2 Adjustments Budget Financial Performance (functional classification) - June 2020

Standard Description	Ref	Budget Year 2019/20									Budget Year	Budget Year
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands	1, 4	A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H		
Revenue - Functional												
Governance and administration		454 808	452 561	-	-	-	-	-	(2 000)	450 561	469 641	484 223
Executive and council		3 566	3 566	-	-	-	-	-	-	3 566	3 837	4 128
Finance and administration		451 242	448 995	-	-	-	-	-	(2 000)	446 995	465 804	480 094
Internal audit		-	-	-	-	-	-	-	-	-	-	-
Community and public safety		132 219	133 751	-	-	-	-	-	3 612	137 363	134 251	144 454
Community and social services		20 917	19 276	-	-	-	-	-	900	20 176	22 507	24 217
Sport and recreation		1 986	2 386	-	-	-	-	-	-	2 386	2 137	2 299
Public safety		3 830	3 830	-	-	-	-	-	2 712	6 542	4 122	4 435
Housing		105 485	108 259	-	-	-	-	-	-	108 259	105 485	113 502
Health		-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		130 189	149 095	-	-	-	-	-	(10 000)	139 095	140 083	150 729
Planning and development		8 028	15 333	-	-	-	-	-	-	15 333	8 638	9 294
Road transport		122 133	131 781	-	-	-	-	-	(10 000)	121 781	131 415	141 402
Environmental protection		28	1 981	-	-	-	-	-	-	1 981	31	33
Trading services		1 202 446	1 217 446	-	-	-	-	-	(55 000)	1 162 446	1 229 101	1 325 234
Energy sources		711 349	766 349	-	-	-	-	-	-	766 349	700 680	756 653
Water management		222 248	182 248	-	-	-	-	-	(30 000)	152 248	239 139	257 313
Waste water management		177 357	177 357	-	-	-	-	-	(20 000)	157 357	190 836	205 339
Waste management		91 493	91 493	-	-	-	-	-	(5 000)	86 493	98 447	105 929
Other		74	74	-	-	-	-	-	-	74	79	85
Total Revenue - Functional	2	1 919 735	1 952 927	-	-	-	-	-	(63 388)	1 889 539	1 973 154	2 104 724
Expenditure - Functional												
Governance and administration		369 437	338 928	-	-	-	-	-	(3 563)	335 365	394 976	417 300
Executive and council		75 155	65 155	-	-	-	-	-	(935)	64 220	80 751	85 608
Finance and administration		280 760	261 411	-	-	-	-	-	(1 925)	259 486	299 431	316 195
Internal audit		13 522	12 362	-	-	-	-	-	(703)	11 659	14 793	15 497
Community and public safety		245 839	254 760	-	-	-	-	-	(3 478)	251 282	287 297	304 949
Community and social services		49 583	46 257	-	-	-	-	-	(863)	45 394	52 525	55 643
Sport and recreation		48 508	48 508	-	-	-	-	-	(1 777)	46 731	51 514	54 671
Public safety		107 603	117 769	-	-	-	-	-	2 242	120 011	140 967	149 890
Housing		40 144	42 226	-	-	-	-	-	(3 080)	39 146	42 291	44 745
Health		-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		364 618	369 103	-	-	-	-	-	(11 147)	357 956	351 488	370 624
Planning and development		69 190	70 788	-	-	-	-	-	(5 820)	64 968	70 345	76 257
Road transport		268 707	269 641	-	-	-	-	-	(4 156)	265 485	251 711	262 843
Environmental protection		26 720	28 674	-	-	-	-	-	(1 170)	27 504	29 431	31 524
Trading services		828 354	879 221	-	-	-	-	-	(45 541)	833 680	891 501	955 479
Energy sources		450 275	499 275	-	-	-	-	-	(31 508)	467 767	481 311	517 980
Water management		161 896	151 396	-	-	-	-	-	(611)	150 785	179 996	194 090
Waste water management		127 649	128 899	-	-	-	-	-	(12 253)	116 646	142 741	150 768
Waste management		88 534	99 651	-	-	-	-	-	(1 169)	98 482	87 454	92 640
Other		-	-	-	-	-	-	-	-	-	-	-
Total Expenditure - Functional	3	1 808 247	1 842 012	-	-	-	-	-	(63 728)	1 778 284	1 925 262	2 048 352
Surplus/ (Deficit) for the year		111 488	110 915	-	-	-	-	-	340	111 255	47 893	56 372

References

- Government Finance Statistics Functions and Sub-functions are standardised to assist the compilation of national and international accounts for comparison purposes
- Total Revenue by standard classification must reconcile to Total Operating Revenue shown in the Adjustments Budget Financial Performance (revenue and expenditure)
- Total Operating Expenditure by standard classification must reconcile to Total Operating Expenditure shown in the Adjustments Budget Financial Performance (revenue and expenditure)
- All amounts must be classified under a standard classification (modified GFS). The GFS function 'Other' is only for Abbatoirs, Air Transport, Markets and Tourism - and if used must be supported by footnotes. Nothing else may be placed under 'Other'. Assign associate share to relevant classification
- Only complete if a previous adjusted budget has been approved in the same financial year. Reflect most recent adjusted budget.
- Additional cash-backed accumulated funds/unspent funds (MFMA section 18(1)(b) and section 28(2)(e)) identified after the Original Budget approved and after annual financial statements audited (note: only where underspending could not reasonably have been foreseen)
- Increases of funds approved under MFMA section 31
- Adjustments approved in accordance with MFMA section 29
- Adjustments to transfers from National or Provincial Government
- Adjusts. = 'Other' Adjustments proposed to be approved; including revenue under-collection (MFMA section 28(2)(a)); additional revenue appropriation on existing programmes (section 28(2)(b)); projected savings (section 28(2)(d)); error correction (section 28(2)(f))
- $G = B + C + D + E + F$
- Adjusted Budget $H = (A \text{ or } A1/2 \text{ etc}) + G$

WC024 Stellenbosch - Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote) - June 2020

Vote Description <i>[Insert departmental structure etc]</i>	Ref	Budget Year 2019/20									Budget Year +1 2020/21	Budget Year +2 2021/22
		Original Budget	Prior Adjusted 3	Accum. Funds 4	Multi-year capital 5	Unfore. Unavoid. 6	Nat. or Prov. Govt 7	Other Adjusts. 8	Total Adjusts. 9	Adjusted Budget 10	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
Revenue by Vote	1											
Vote 1 - Office of the Municipal Manager		387	387	-	-	-	-	-	-	387	417	448
Vote 2 - Planning and Development Services		96 045	98 418	-	-	-	-	-	-	98 418	103 344	111 198
Vote 3 - Infrastructure Services		1 196 525	1 221 183	-	-	-	-	(55 000)	(55 000)	1 166 183	1 200 828	1 283 093
Vote 4 - Community and Protection Services		147 702	156 109	-	-	-	900	(7 288)	(6 388)	149 721	158 927	171 006
Vote 5 - Corporate Services		10 396	13 710	-	-	-	-	-	-	13 710	11 186	12 037
Vote 6 - Financial Services		468 680	463 120	-	-	-	-	(2 000)	(2 000)	461 120	498 452	526 942
Total Revenue by Vote	2	1 919 735	1 952 927	-	-	-	900	(64 288)	(63 388)	1 889 539	1 973 154	2 104 724
Expenditure by Vote	1											
Vote 1 - Office of the Municipal Manager		52 258	40 371	-	-	-	-	(2 501)	(2 501)	37 870	53 489	55 780
Vote 2 - Planning and Development Services		109 279	107 533	-	-	-	-	(5 559)	(5 559)	101 973	112 577	120 939
Vote 3 - Infrastructure Services		972 006	1 028 458	-	-	-	-	(52 270)	(52 270)	976 189	1 046 404	1 115 437
Vote 4 - Community and Protection Services		357 526	367 819	-	-	-	900	(2 585)	(1 685)	366 135	379 805	404 176
Vote 5 - Corporate Services		184 055	163 577	-	-	-	-	(1 567)	(1 567)	162 009	195 930	209 548
Vote 6 - Financial Services		133 124	134 254	-	-	-	-	(147)	(147)	134 107	137 057	142 472
Total Expenditure by Vote	2	1 808 247	1 842 012	-	-	-	900	(64 628)	(63 728)	1 778 284	1 925 262	2 048 352
Surplus/ (Deficit) for the year	2	111 488	110 915	-	-	-	-	340	340	111 255	47 893	56 372

WC024 Stellenbosch - Table B4 Adjustments Budget Financial Performance (revenue and expenditure) - June 2020

Description	Ref	Budget Year 2019/20									Budget Year +1 2020/21	Budget Year +2 2021/22
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands	1	A	3	4	5	6	7	8	9	10		
			A1	B	C	D	E	F	G	H		
Revenue By Source												
Property rates	2	356 122	356 122	-	-	-	-	-	-	356 122	382 456	408 452
Service charges - electricity revenue	2	639 886	639 886	-	-	-	-	-	-	639 886	692 917	749 031
Service charges - water revenue	2	201 975	161 975	-	-	-	-	(30 000)	(30 000)	131 975	217 103	231 085
Service charges - sanitation revenue	2	113 503	113 503	-	-	-	-	(20 000)	(20 000)	93 503	122 278	130 586
Service charges - refuse revenue	2	69 225	69 225	-	-	-	-	(5 000)	(5 000)	64 225	77 147	84 762
Rental of facilities and equipment		18 831	18 831						-	18 831	19 961	21 159
Interest earned - external investments		44 171	44 171					(2 000)	(2 000)	42 171	36 730	36 330
Interest earned - outstanding debtors		11 270	11 270						-	11 270	12 096	12 983
Dividends received		-	-						-	-	-	-
Fines, penalties and forfeits		108 260	108 260					(10 000)	(10 000)	98 260	113 673	119 357
Licences and permits		5 398	5 398						-	5 398	5 722	6 065
Agency services		2 852	2 852						-	2 852	3 023	3 204
Transfers and subsidies		172 339	181 075					3 612	3 612	184 687	179 316	183 641
Other revenue	2	34 815	40 491	-	-	-	-	-	-	40 491	36 784	38 871
Gains on disposal of PPE		-	-						-	-	-	-
Total Revenue (excluding capital transfers and contributions)		1 778 647	1 753 060	-	-	-	-	(63 388)	(63 388)	1 689 671	1 899 207	2 025 525
Expenditure By Type												
Employee related costs		603 268	557 348	-	-	-	-	385	385	557 733	628 564	665 252
Remuneration of councillors		19 936	19 936						-	19 936	21 115	22 363
Debt impairment		72 067	72 067						-	72 067	76 391	80 975
Depreciation & asset impairment		206 956	206 956	-	-	-	-	-	-	206 956	215 430	224 255
Finance charges		39 877	29 877						-	29 877	54 668	66 655
Bulk purchases		406 458	453 958	-	-	-	-	(27 000)	(27 000)	426 958	441 586	479 627
Other materials		34 990	35 790					(1 665)	(1 665)	34 125	36 919	39 020
Contracted services		237 957	271 674	-	-	-	-	(26 741)	(26 741)	244 933	251 947	254 544
Transfers and subsidies		10 049	10 049					900	900	10 949	10 628	11 242
Other expenditure		176 689	184 357	-	-	-	-	(9 608)	(9 608)	174 749	188 014	204 417
Loss on disposal of PPE		-	-						-	-	-	-
Total Expenditure		1 808 247	1 842 012	-	-	-	-	(63 728)	(63 728)	1 778 284	1 925 262	2 048 352
Surplus/(Deficit)		(29 600)	(88 953)	-	-	-	-	340	340	(88 613)	(26 055)	(22 827)
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		141 088	144 868						-	144 868	73 948	79 199
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-						-	-	-	-
Transfers and subsidies - capital (in-kind - all)		-	-						-	-	-	-
Surplus/(Deficit) before taxation		111 488	55 915	-	-	-	-	340	340	56 255	47 893	56 372
Taxation		-	-						-	-	-	-
Surplus/(Deficit) after taxation		111 488	55 915	-	-	-	-	340	340	56 255	47 893	56 372
Attributable to minorities		-	-						-	-	-	-
Surplus/(Deficit) attributable to municipality		111 488	55 915	-	-	-	-	340	340	56 255	47 893	56 372
Share of surplus/ (deficit) of associate		-	-						-	-	-	-
Surplus/ (Deficit) for the year		111 488	55 915	-	-	-	-	340	340	56 255	47 893	56 372

WC024 Stellenbosch - Table B5 Adjustments Capital Expenditure Budget by vote and funding - June 2020

Description	Ref	Budget Year 2019/20									Budget Year	Budget Year
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H		
R thousands												
Capital expenditure - Vote												
Multi-year expenditure to be adjusted	2											
Vote 1 - Office of the Municipal Manager		-	-	-	-	-	-	-	-	-	40	40
Vote 2 - Planning and Development Services		9 670	19 199	-	-	-	-	(2 674)	(2 674)	16 525	4 500	-
Vote 3 - Infrastructure Services		323 143	330 783	-	-	-	-	(24 424)	(24 424)	306 359	123 330	123 740
Vote 4 - Community and Protection Services		18 125	17 464	-	-	-	-	(6 875)	(6 875)	10 589	11 835	12 720
Vote 5 - Corporate Services		97 420	134 983	-	-	-	-	(620)	(620)	134 363	25 900	23 100
Vote 6 - Financial Services		-	-	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total	3	448 358	502 429	-	-	-	-	(34 593)	(34 593)	467 836	165 605	159 600
Single-year expenditure to be adjusted	2											
Vote 1 - Office of the Municipal Manager		35	35	-	-	-	-	-	-	35	-	-
Vote 2 - Planning and Development Services		280	280	-	-	-	-	-	-	280	537	234
Vote 3 - Infrastructure Services		55 715	55 715	-	-	-	-	-	-	55 715	264 517	245 499
Vote 4 - Community and Protection Services		46 190	46 190	-	-	-	-	-	-	46 190	22 875	14 905
Vote 5 - Corporate Services		7 550	7 550	-	-	-	-	-	-	7 550	3 650	5 950
Vote 6 - Financial Services		150	300	-	-	-	-	-	-	300	150	150
Capital single-year expenditure sub-total		109 920	110 070	-	-	-	-	-	-	110 070	291 728	266 738
Total Capital Expenditure - Vote		558 278	612 499	-	-	-	-	(34 593)	(34 593)	577 906	457 333	426 338
Capital Expenditure - Functional												
Governance and administration		105 155	142 869	-	-	-	-	(620)	(620)	142 249	29 440	28 940
Executive and council		35	35	-	-	-	-	-	-	35	40	40
Finance and administration		105 120	142 834	-	-	-	-	(620)	(620)	142 214	29 400	28 900
Internal audit		-	-	-	-	-	-	-	-	-	-	-
Community and public safety		61 445	63 341	-	-	-	-	(8 275)	(8 275)	55 066	33 197	27 334
Community and social services		2 845	4 971	-	-	-	-	(3 593)	(3 593)	1 379	2 875	3 755
Sport and recreation		29 000	29 399	-	-	-	-	(3 282)	(3 282)	26 117	18 320	18 170
Public safety		29 550	26 221	-	-	-	-	-	-	26 221	11 950	5 350
Housing		50	2 750	-	-	-	-	(1 400)	(1 400)	1 350	52	59
Health		-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		130 452	132 923	-	-	-	-	(4 482)	(4 482)	128 441	77 817	65 369
Planning and development		50 332	50 808	-	-	-	-	(4 670)	(4 670)	46 138	52 967	44 519
Road transport		80 120	82 115	-	-	-	-	188	188	82 303	24 850	20 850
Environmental protection		-	-	-	-	-	-	-	-	-	-	-
Trading services		261 225	273 365	-	-	-	-	(21 216)	(21 216)	252 149	316 579	304 395
Energy sources		35 090	49 717	-	-	-	-	(3 224)	(3 224)	46 493	30 900	38 950
Water management		80 000	65 283	-	-	-	-	(13 863)	(13 863)	51 420	132 500	132 750
Waste water management		114 400	119 153	-	-	-	-	(2 600)	(2 600)	116 553	123 234	98 350
Waste management		31 735	39 212	-	-	-	-	(1 528)	(1 528)	37 684	29 945	34 345
Other		-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional	3	558 277	612 498	-	-	-	-	(34 593)	(34 593)	577 905	457 033	426 038
Funded by:												
National Government		62 526	62 526	-	-	-	-	-	-	62 526	45 636	49 309
Provincial Government		78 562	81 860	-	-	-	-	-	-	81 860	28 312	29 890
District Municipality		-	-	-	-	-	-	-	-	-	-	-
Other transfers and grants		-	-	-	-	-	-	-	-	-	-	-
Transfers recognised - capital	4	141 088	144 386	-	-	-	-	-	-	144 386	73 948	79 199
Borrowing		160 000	157 096	-	-	-	-	(120 000)	(120 000)	37 096	129 000	90 000
Internally generated funds		257 189	311 016	-	-	-	-	85 407	85 407	396 423	254 086	256 839
Total Capital Funding		558 277	612 498	-	-	-	-	(34 593)	(34 593)	577 905	457 033	426 038

WC024 Stellenbosch - Table B6 Adjustments Budget Financial Position - June 2020

Description	Ref	Budget Year 2019/20									Budget Year +1 2020/21	Budget Year +2 2021/22
		Original Budget A	Prior Adjusted 3 A1	Accum. Funds 4 B	Multi-year capital 5 C	Unfore. Unavoid. 6 D	Nat. or Prov. Govt 7 E	Other Adjusts. 8 F	Total Adjusts. 9 G	Adjusted Budget 10 H	Adjusted Budget	Adjusted Budget
R thousands												
ASSETS												
Current assets												
Cash		46 864	46 864						-	46 864	59 162	35 125
Call investment deposits	1	323 254	390 111	-	-	-	-	(113 812)	(113 812)	276 299	301 256	300 562
Consumer debtors	1	148 796	148 796	-	-	-	-	-	-	148 796	120 887	87 735
Other debtors		204 059	204 059							204 059	233 631	267 181
Current portion of long-term receivables		2 511	2 511							-	2 511	2 857
Inventory		54 836	54 836							-	54 836	60 918
Total current assets		780 320	847 178	-	-	-	-	(113 812)	(113 812)	733 365	775 413	754 377
Non current assets												
Long-term receivables		3 876	3 876							-	3 876	4 411
Investments		-	-							-	-	-
Investment property		416 637	417 348							-	417 348	459 509
Investment in Associate		-	-							-	-	-
Property, plant and equipment	1	5 468 573	5 521 921	-	-	-	-	(34 593)	(34 593)	5 487 328	5 660 732	5 852 460
Biological		9 938	9 938							-	9 938	10 188
Intangible		5 414	5 577							-	5 577	1 009
Other non-current assets		2 618	2 618							-	2 618	3 054
Total non current assets		5 907 057	5 961 279	-	-	-	-	(34 593)	(34 593)	5 926 685	6 117 070	6 330 631
TOTAL ASSETS		6 687 377	6 808 456	-	-	-	-	(148 406)	(148 406)	6 660 051	6 892 483	7 085 008
LIABILITIES												
Current liabilities												
Bank overdraft		-	-							-	-	-
Borrowing		26 311	26 311	-	-	-	-	-	-	-	26 311	34 163
Consumer deposits		14 274	14 274							-	14 274	14 274
Trade and other payables		254 131	254 131	-	-	-	-	-	-	-	254 131	282 319
Provisions		57 584	57 584							-	57 584	63 971
Total current liabilities		352 300	352 300	-	-	-	-	-	-	352 300	373 899	394 726
Non current liabilities												
Borrowing	1	449 591	449 591	-	-	-	-	-	-	-	449 591	538 513
Provisions	1	294 223	294 223	-	-	-	-	-	-	-	294 223	326 857
Total non current liabilities		743 814	743 814	-	-	-	-	-	-	743 814	848 624	931 207
TOTAL LIABILITIES		1 096 114	1 096 114	-	-	-	-	-	-	1 096 114	1 222 523	1 325 933
NET ASSETS	2	5 591 263	5 712 343	-	-	-	-	(148 406)	(148 406)	5 563 937	5 669 960	5 759 074
COMMUNITY WEALTH/EQUITY												
Accumulated Surplus/(Deficit)		5 591 263	5 712 343	-	-	-	-	(148 406)	(148 406)	5 563 937	5 669 960	5 759 074
Reserves		-	-	-	-	-	-	-	-	-	-	-
TOTAL COMMUNITY WEALTH/EQUITY		5 591 263	5 712 343	-	-	-	-	(148 406)	(148 406)	5 563 937	5 669 960	5 759 074

WC024 Stellenbosch - Table B7 Adjustments Budget Cash Flows - June 2020

Description	Ref	Budget Year 2019/20									Budget Year	Budget Year
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
CASH FLOW FROM OPERATING ACTIVITIES												
Receipts												
Property rates		341 877	341 877						-	341 877	370 982	396 199
Service charges		996 403	1 010 953					(55 000)	(55 000)	955 953	1 083 091	1 167 089
Other revenue		93 620	99 297					(10 000)	(10 000)	89 297	98 793	104 260
Government - operating	1	172 339	181 076					3 612	3 612	184 687	179 316	183 641
Government - capital	1	141 088	144 868						-	144 868	73 948	79 199
Interest		54 991	54 991					(2 000)	(2 000)	52 991	48 343	48 794
Dividends		-	-						-	-	-	-
Payments												
Suppliers and employees		(1 394 478)	(1 438 243)					64 628	64 628	(1 373 615)	(1 477 953)	(1 568 600)
Finance charges		(39 877)	(29 877)					(900)	(900)	(30 777)	(54 668)	(66 655)
Transfers and Grants	1	(10 049)	(10 049)						-	(10 049)	(10 628)	(11 242)
NET CASH FROM/(USED) OPERATING ACTIVITIES		355 914	354 892	-	-	-	-	340	340	355 232	311 224	332 685
CASH FLOWS FROM INVESTING ACTIVITIES												
Receipts												
Proceeds on disposal of PPE		-	-						-	-	-	-
Decrease (Increase) in non-current debtors		-	-						-	-	-	-
Decrease (increase) other non-current receivables		-	-						-	-	-	-
Decrease (increase) in non-current investments		-	-						-	-	-	-
Payments												
Capital assets		(558 277)	(612 498)					34 593	34 593	(577 905)	(414 613)	(426 338)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(558 277)	(612 498)	-	-	-	-	34 593	34 593	(577 905)	(414 613)	(426 338)
CASH FLOWS FROM FINANCING ACTIVITIES												
Receipts												
Short term loans		-	-						-	-	-	-
Borrowing long term/refinancing		160 000	120 000					(120 000)	(120 000)	-	120 000	100 000
Increase (decrease) in consumer deposits		-	-						-	-	-	-
Payments												
Repayment of borrowing		(20 883)	(20 883)						-	(20 883)	(26 311)	(31 078)
NET CASH FROM/(USED) FINANCING ACTIVITIES		139 117	99 117	-	-	-	-	(120 000)	(120 000)	(20 883)	93 689	68 922
NET INCREASE/ (DECREASE) IN CASH HELD		(63 245)	(158 489)	-	-	-	-	(85 067)	(85 067)	(243 556)	(9 700)	(24 730)
Cash/cash equivalents at the year begin:	2	433 363	566 719					-	-	566 719	323 163	313 463
Cash/cash equivalents at the year end:	2	370 118	408 230					(85 067)	(85 067)	323 163	313 463	288 732

WC024 Stellenbosch - Table B8 Cash backed reserves/accumulated surplus reconciliation - June 2020

Description	Ref	Budget Year 2019/20									Budget Year	Budget Year
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H	+1 2020/21	+2 2021/22
R thousands												
Cash and investments available												
Cash/cash equivalents at the year end	1	370 118	408 230	-	-	-	-	(85 067)	(85 067)	323 163	313 463	288 732
Other current investments > 90 days		-	28 746	-	-	-	-	(28 746)	(28 746)	(0)	46 955	46 955
Non current assets - Investments	1	-	-	-	-	-	-	-	-	-	-	-
Cash and investments available:		370 118	436 975	-	-	-	-	(113 812)	(113 812)	323 163	360 418	335 687
Applications of cash and investments												
Unspent conditional transfers		-	-	-	-	-	-	-	-	-	-	-
Unspent borrowing		-	(2 904)	-	-	-	-	-	-	(2 904)	-	-
Statutory requirements		-	-	-	-	-	-	-	-	-	-	-
Other working capital requirements	2	(72 860)	(84 929)	-	-	-	-	785	785	(84 143)	(63 039)	(49 542)
Other provisions		38 574	38 574	-	-	-	-	-	-	38 574	9 164	9 707
Long term investments committed		-	-	-	-	-	-	-	-	-	-	-
Reserves to be backed by cash/investments		306 045	306 045	-	-	-	-	-	-	306 045	332 518	285 382
Total Application of cash and investments:		271 759	256 787	-	-	-	-	785	785	257 572	278 644	245 546
Surplus(shortfall)		98 359	180 189	-	-	-	-	(114 598)	(114 598)	65 591	81 774	90 141

Description	Ref	Budget Year 2019/20									Budget Year	Budget Year
		Original	Prior Adjusted	Accum. Funds	Multi-year	Unfore.	Nat. or Prov.	Other Adjusts.	Total Adjusts.	Adjusted	Adjusted	Adjusted
		Budget	7	8	capital	Unavoid.	Govt	12	13	Budget	Budget	Budget
			9	10	11				14	+1 2020/21	+2 2021/22	
Total Upgrading of Existing Assets to be adjusted	2a	184 100	180 911	-	-	-	-	(11 154)	(11 154)	169 757	159 034	195 100
Roads Infrastructure		33 700	27 700	-	-	-	-	188	188	27 888	4 500	1 400
Storm water Infrastructure		1 000	850	-	-	-	-	-	-	850	2 000	-
Electrical Infrastructure		14 250	18 806	-	-	-	-	(6)	(6)	18 800	13 300	11 450
Water Supply Infrastructure		32 000	19 609	-	-	-	-	(1 284)	(1 284)	18 325	30 000	70 750
Sanitation Infrastructure		54 100	66 614	-	-	-	-	(1 061)	(1 061)	65 553	76 184	79 000
Solid Waste Infrastructure		1 500	1 000	-	-	-	-	-	-	1 000	2 000	1 000
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		1 000	1 000	-	-	-	-	-	-	1 000	1 000	500
Infrastructure		137 550	135 579	-	-	-	-	(2 163)	(2 163)	133 416	128 984	164 100
Community Facilities		11 850	13 061	-	-	-	-	(5 054)	(5 054)	8 007	9 300	5 850
Sport and Recreation Facilities		6 500	7 507	-	-	-	-	(573)	(573)	6 933	5 550	6 050
Community Assets		18 350	20 568	-	-	-	-	(5 627)	(5 627)	14 940	14 850	11 900
Heritage Assets		500	500	-	-	-	-	-	-	500	500	200
Revenue Generating		5 200	4 277	-	-	-	-	-	-	4 277	4 000	11 000
Non-revenue Generating		5 700	3 957	-	-	-	-	(1 500)	(1 500)	2 457	5 250	2 000
Investment properties		10 900	8 235	-	-	-	-	(1 500)	(1 500)	6 735	9 250	13 000
Operational Buildings		5 700	6 771	-	-	-	-	-	-	6 771	250	250
Housing		5 500	(560)	-	-	-	-	(1 500)	(1 500)	(2 060)	-	-
Other Assets	6	11 200	6 211	-	-	-	-	(1 500)	(1 500)	4 711	250	250
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	250
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		200	200	-	-	-	-	(363)	(363)	(163)	300	150
Intangible Assets		200	200	-	-	-	-	(363)	(363)	(163)	300	150
Computer Equipment		5 100	9 319	-	-	-	-	-	-	9 319	4 600	4 600
Furniture and Office Equipment		200	200	-	-	-	-	-	-	200	200	500
Machinery and Equipment		100	100	-	-	-	-	-	-	100	100	150
Transport Assets		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure to be adjusted	4	558 277	612 499	-	-	-	-	(34 593)	(34 593)	577 906	414 612	438 063
Roads Infrastructure		86 150	88 485	-	-	-	-	253	253	88 738	40 250	33 600
Storm water Infrastructure		1 000	1 688	-	-	-	-	-	-	1 688	2 000	-
Electrical Infrastructure		30 746	43 226	-	-	-	-	(2 120)	(2 120)	41 106	28 320	35 700
Water Supply Infrastructure		80 202	63 069	-	-	-	-	(14 663)	(14 663)	48 406	110 617	138 431
Sanitation Infrastructure		128 300	144 741	-	-	-	-	(2 661)	(2 661)	142 080	130 634	111 700
Solid Waste Infrastructure		33 300	37 243	-	-	-	-	(1 528)	(1 528)	35 715	25 500	30 600
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		1 010	1 010	-	-	-	-	-	-	1 010	1 020	1 120
Infrastructure		360 707	379 462	-	-	-	-	(20 719)	(20 719)	358 743	338 340	351 151
Community Facilities		24 325	28 845	-	-	-	-	(6 855)	(6 855)	21 990	16 785	14 650
Sport and Recreation Facilities		12 500	13 933	-	-	-	-	(1 055)	(1 055)	12 877	10 550	7 050
Community Assets		36 825	42 778	-	-	-	-	(7 910)	(7 910)	34 867	27 335	21 700
Heritage Assets		2 500	2 601	-	-	-	-	(400)	(400)	2 201	1 500	200
Revenue Generating		7 300	5 877	-	-	-	-	-	-	5 877	14 480	21 500
Non-revenue Generating		6 000	4 634	-	-	-	-	(1 500)	(1 500)	3 134	5 550	2 300
Investment properties		13 300	10 511	-	-	-	-	(1 500)	(1 500)	9 011	20 030	23 800
Operational Buildings		11 300	1 970	-	-	-	-	(350)	(350)	1 620	4 850	5 250
Housing		9 260	1 748	-	-	-	-	(2 500)	(2 500)	(752)	280	11 790
Other Assets		20 560	3 718	-	-	-	-	(2 850)	(2 850)	868	5 130	17 040
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	250
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		200	363	-	-	-	-	(363)	(363)	-	300	350
Intangible Assets		200	363	-	-	-	-	(363)	(363)	-	300	350
Computer Equipment		5 150	9 369	-	-	-	-	-	-	9 369	4 650	4 650
Furniture and Office Equipment		2 575	2 924	-	-	-	-	(350)	(350)	2 574	2 312	2 252
Machinery and Equipment		21 580	24 846	-	-	-	-	(186)	(186)	24 660	4 455	4 700
Transport Assets		17 230	22 917	-	-	-	-	(314)	(314)	22 603	10 400	11 800
Land		77 650	113 010	-	-	-	-	-	-	113 010	160	170
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENDITURE to be adjusted	4	558 277	612 499	-	-	-	-	(34 593)	(34 593)	577 906	414 612	438 063

Description	Ref	Budget Year 2019/20									Budget Year	Budget Year
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
			7	8	9	10	11	12	13	14	+1 2020/21	+2 2021/22
ASSET REGISTER SUMMARY - PPE (WDV)	5	5 900 562	5 954 784	-	-	-	-	(34 593)	(34 593)	5 920 191	6 110 103	6 323 166
<i>Roads Infrastructure</i>		1 067 539	1 069 874					253	253	1 070 127	1 041 422	1 006 000
<i>Storm water Infrastructure</i>		59 437	60 125					-	-	60 125	59 753	58 002
<i>Electrical Infrastructure</i>		657 090	669 570					(2 120)	(2 120)	667 450	655 738	660 579
<i>Water Supply Infrastructure</i>		1 295 871	1 278 739					(14 663)	(14 663)	1 264 076	1 361 185	1 440 775
<i>Sanitation Infrastructure</i>		1 005 459	1 021 901					(2 661)	(2 661)	1 019 240	1 120 317	1 215 610
<i>Solid Waste Infrastructure</i>		71 141	75 085					(1 528)	(1 528)	73 557	93 968	121 787
<i>Rail Infrastructure</i>		-	-					-	-	-	-	-
<i>Coastal Infrastructure</i>		-	-					-	-	-	-	-
<i>Information and Communication Infrastructure</i>		115 773	115 773					-	-	115 773	116 793	117 913
Infrastructure		4 272 310	4 291 067	-	-	-	-	(20 719)	(20 719)	4 270 347	4 449 175	4 620 667
Community Assets		154 148	160 100					(7 910)	(7 910)	152 190	170 677	181 140
Heritage Assets		4 924	5 025					(400)	(400)	4 625	6 424	6 624
Investment properties		416 637	413 848					(1 500)	(1 500)	412 348	436 197	459 509
Other Assets		762 778	745 936					(2 850)	(2 850)	743 086	761 256	771 378
Biological or Cultivated Assets		9 938	9 938					-	-	9 938	9 938	10 188
Intangible Assets		5 414	5 577					(363)	(363)	5 214	3 236	1 009
Computer Equipment		9 744	13 963					-	-	13 963	8 581	7 186
Furniture and Office Equipment		24 406	24 755					(350)	(350)	24 405	23 580	22 569
Machinery and Equipment		69 573	72 839					(186)	(186)	72 653	68 991	68 452
Transport Assets		76 289	81 976					(314)	(314)	81 661	77 486	79 715
Land		94 351	129 711					-	-	129 711	94 511	94 681
Zoo's, Marine and Non-biological Animals		50	50					-	-	50	50	50
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	5	5 900 562	5 954 784	-	-	-	-	(34 593)	(34 593)	5 920 191	6 110 103	6 323 166
EXPENDITURE OTHER ITEMS												
Depreciation & asset impairment		197 184	197 184	-	-	-	-	-	-	197 184	205 072	213 274
Repairs and Maintenance by asset class	3	91 240	91 240	-	-	-	-	-	-	91 240	97 216	102 533
<i>Roads Infrastructure</i>		14 386	14 386	-	-	-	-	-	-	14 386	15 249	16 164
<i>Storm water Infrastructure</i>		802	802	-	-	-	-	-	-	802	850	901
<i>Electrical Infrastructure</i>		2 328	2 328	-	-	-	-	-	-	2 328	2 468	2 616
<i>Water Supply Infrastructure</i>		8 292	8 292	-	-	-	-	-	-	8 292	8 789	9 317
<i>Sanitation Infrastructure</i>		6 100	6 100	-	-	-	-	-	-	6 100	6 466	6 854
<i>Solid Waste Infrastructure</i>		4 403	4 403	-	-	-	-	-	-	4 403	4 668	4 948
<i>Rail Infrastructure</i>		-	-	-	-	-	-	-	-	-	-	-
<i>Coastal Infrastructure</i>		-	-	-	-	-	-	-	-	-	-	-
<i>Information and Communication Infrastructure</i>		-	-	-	-	-	-	-	-	-	-	-
Infrastructure		36 312	36 312	-	-	-	-	-	-	36 312	38 490	40 800
Community Facilities		25 857	25 857	-	-	-	-	-	-	25 857	27 847	28 988
Sport and Recreation Facilities		-	-	-	-	-	-	-	-	-	-	-
Community Assets		25 857	25 857	-	-	-	-	-	-	25 857	27 847	28 988
Heritage Assets		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Operational Buildings		587	587	-	-	-	-	-	-	587	622	659
Housing		-	-	-	-	-	-	-	-	-	-	-
Other Assets		587	587	-	-	-	-	-	-	587	622	659
Biological or Cultivated Assets		42	42	-	-	-	-	-	-	42	45	48
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		503	503	-	-	-	-	-	-	503	533	565
Intangible Assets		503	503	-	-	-	-	-	-	503	533	565
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		17 268	17 268	-	-	-	-	-	-	17 268	18 346	19 487
Machinery and Equipment		-	-	-	-	-	-	-	-	-	11 333	11 987
Transport Assets		10 671	10 671	-	-	-	-	-	-	10 671	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals	6	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURE OTHER ITEMS to be adjusted		288 424	288 424	-	-	-	-	-	-	288 424	302 287	315 808
Renewal and upgrading of Existing Assets as % of total capex		39.1%	34.5%							34.1%	46.4%	55.7%
Renewal and upgrading of Existing Assets as % of deprecn"		110.8%	107.0%							99.8%	93.9%	114.4%
R&M as a % of PPE		1.5%	1.5%							1.5%	1.6%	1.6%
Renewal and upgrading and R&M as a % of PPE		5.2%	5.1%							4.9%	4.7%	5.5%

WC024 Stellenbosch - Table B10 Basic service delivery measurement - June 2020

Description	Ref	Budget Year 2019/20									Budget Year +1	Budget Year +2	
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H			
Household service targets	1												
Water:													
Piped water inside dwelling		40626.28988	40626.28988							-	41	40676.28988	40676.28988
Piped water inside yard (but not in dwelling)		4461.48675	4461.48675							-	4	4561.48675	4561.48675
Using public tap (at least min.service level)	2	4777.87	4777.87							-	5	4877.87	4877.87
Other water supply (at least min.service level)		684.103375	684.103375							-	1	1	1
<i>Minimum Service Level and Above sub-total</i>		51	51	-	-	-	-	-	-	-	51	51	51
Using public tap (< min.service level)	3	1170	1170							-	1	1070	1070
Other water supply (< min.service level)	3,4	0	0							-	-	0	0
No water supply		207	207							-	0	157	157
<i>Below Minimum Service Level sub-total</i>		1	1	-	-	-	-	-	-	-	1	1	1
Total number of households	5	52	52	-	-	-	-	-	-	-	52	52	52
Sanitation/sewerage:													
Flush toilet (connected to sewerage)		46256.0975	46256.0975							-	46 256	46306.0975	46306.0975
Flush toilet (with septic tank)		2164.9825	2164.9825							-	2 165	2264.9825	2264.9825
Chemical toilet		407.484	407.484							-	407	420	420
Pit toilet (ventilated)		50	50							-	50	0	0
Other toilet provisions (> min.service level)		1898.186	1898.186							-	1 898	2235.67	2235.67
<i>Minimum Service Level and Above sub-total</i>		50 777	50 777	-	-	-	-	-	-	-	50 777	51 227	51 227
Bucket toilet		800	800							-	800	700	700
Other toilet provisions (< min.service level)		50	50							-	50	0	0
No toilet provisions		300	300							-	300	250	250
<i>Below Minimum Service Level sub-total</i>		1 150	1 150	-	-	-	-	-	-	-	1 150	950	950
Total number of households	5	51 927	51 927	-	-	-	-	-	-	-	51 927	52 177	52 177
Energy:													
Electricity (at least min. service level)		14820.95	14820.95							-	14 821	15070.95	15070.95
Electricity - prepaid (> min.service level)		35003	35003							-	35 003	35253	35253
<i>Minimum Service Level and Above sub-total</i>		49 824	49 824	-	-	-	-	-	-	-	49 824	50 324	50 324
Electricity (< min.service level)		150	150							-	150	150	150
Electricity - prepaid (< min. service level)		0	0							-	-	0	0
Other energy sources		1952.8	1952.8							-	1 953	1702.8	1702.8
<i>Below Minimum Service Level sub-total</i>		2 103	2 103	-	-	-	-	-	-	-	2 103	1 853	1 853
Total number of households	5	51 927	51 927	-	-	-	-	-	-	-	51 927	52 177	52 177
Refuse:													
Removed at least once a week (min.service)		47649.05	47649.05							-	47 649	48149.05	48149.05
<i>Minimum Service Level and Above sub-total</i>		47 649	47 649	-	-	-	-	-	-	-	47 649	48 149	48 149
Removed less frequently than once a week		0	0							-	-	977.7	977.7
Using communal refuse dump		1027.7	1027.7							-	1 028	2000	2000
Using own refuse dump		2100	2100							-	2 100	700	700
Other rubbish disposal		750	750							-	750	350	350
No rubbish disposal		400	400							-	400	-	-
<i>Below Minimum Service Level sub-total</i>		4 278	4 278	-	-	-	-	-	-	-	4 278	4 028	4 028
Total number of households	5	51 927	51 927	-	-	-	-	-	-	-	51 927	52 177	52 177
Households receiving Free Basic Service	15												
Water (6 kilolitres per household per month)		-	-	-	-	-	-	-	-	-	-	-	-
Sanitation (free minimum level service)		-	-	-	-	-	-	-	-	-	-	-	-
Electricity/other energy (50kwh per household per month)		-	-	-	-	-	-	-	-	-	-	-	-
Refuse (removed at least once a week)		-	-	-	-	-	-	-	-	-	-	-	-
Cost of Free Basic Services provided (R'000)	16												
Water (6 kilolitres per indigent household per month)		11 755	11 755	-	-	-	-	-	-	-	11 755	12 519	13 333
Sanitation (free sanitation service to indigent households)		11 839	11 839	-	-	-	-	-	-	-	11 839	12 549	13 302
Refuse (removed once a week for indigent households)		11 964	11 964	-	-	-	-	-	-	-	11 964	12 921	13 955
Refuse (removed once a week for indigent households)		14 210	14 210	-	-	-	-	-	-	-	14 210	16 555	10 268
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)		-	-	-	-	-	-	-	-	-	-	-	-
Total cost of FBS provided		49 768	49 768	-	-	-	-	-	-	-	49 768	54 545	50 858
Highest level of free service provided													
Property rates (R'000 value threshold)		200000	200000							-	200 000	200000	200000
Water (kilolitres per household per month)		6	6							-	6	6	6
Sanitation (kilolitres per household per month)		0	0							-	-	0	0
Sanitation (Rand per household per month)		122.3525	122.3525							-	122	121.2625	121.2625
Electricity (kw per household per month)		100	100							-	100	100	100
Refuse (average litres per week)		250	250							-	250	250	250
Revenue cost of free services provided (R'000)	17												
Property rates (tariff adjustment) (impermissible values per section 17 of MPRA)		-	-							-	-	-	-
Property rates - exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA)		44 377	44 377	-	-	-	-	-	-	-	44 377	47 262	50 334
Water (in excess of 6 kilolitres per indigent household per month)		5 961	5 961	-	-	-	-	-	-	-	5 961	6 349	6 761
Sanitation (in excess of free sanitation service to indigent households)		8 843	8 843	-	-	-	-	-	-	-	8 843	9 374	9 936
Electricity/other energy (in excess of 50 kwh per indigent household per month)		1 363	1 363	-	-	-	-	-	-	-	1 363	1 472	1 590
households)		1 363	1 363	-	-	-	-	-	-	-	1 363	1 472	1 590
Municipal Housing - rental rebates		-	-							-	-	-	-
Housing - top structure subsidies	6	22 660	22 660							-	22 660	19 660	19 660
Other		-	-							-	-	-	-
Total revenue cost of subsidised services provided		84 568	84 568	-	-	-	-	-	-	-	84 568	85 589	89 872

Description	Ref	Budget Year 2019/20									Budget Year	Budget Year
		Original Budget	Prior Adjusted 6	Accum. Funds 7	Multi-year capital 8	Unfore. Unavoid. 9	Nat. or Prov. Govt 10	Other Adjusts. 11	Total Adjusts. 12	Adjusted Budget 13	+1 2020/21 Adjusted Budget	+2 2021/22 Adjusted Budget
		-							-	-	-	-
		-							-	-	-	-
		-							-	-	-	-
Total Contributions recognised - capital		-	-	-	-	-	-	-	-	-	-	-
Depreciation & asset impairment												
Depreciation of Property, Plant & Equipment		194 802	194 802						-	194 802	202 594	210 698
Lease amortisation		2 383	2 383						-	2 383	2 478	2 577
Capital asset impairment		9 772	9 772						-	9 772	10 359	10 981
Depreciation resulting from revaluation of PPE		-	-						-	-	-	-
Total Depreciation & asset impairment	1	206 956	206 956	-	-	-	-	-	-	206 956	215 430	224 255
Bulk purchases												
Electricity Bulk Purchases		375 842	424 842					(27 000)	(27 000)	397 842	405 909	438 382
Water Bulk Purchases		30 616	29 116						-	29 116	35 678	41 245
Total bulk purchases	1	406 458	453 958	-	-	-	-	(27 000)	(27 000)	426 958	441 586	479 627
Transfers and grants												
Cash transfers and grants		10 049	10 049					900	900	10 949	10 628	11 242
Non-cash transfers and grants		-	-						-	-	-	-
Total transfers and grants		10 049	10 049	-	-	-	-	900	900	10 949	10 628	11 242
Contracted services												
<i>Outsourced Services</i>		77 468	77 468						-	77 468	82 661	88 385
<i>Consultants and Professional Services</i>		30 860	30 860						-	30 860	34 164	33 709
<i>Contractors</i>		123 641	163 346					(26 741)	(26 741)	136 605	132 704	141 785
sub-total	1	231 969	271 674	-	-	-	-	(26 741)	(26 741)	244 933	249 529	263 878
Allocations to organs of state:												
Electricity		-	-						-	-	-	-
Water		-	-						-	-	-	-
Sanitation		-	-						-	-	-	-
Other		-	-						-	-	-	-
Total contracted services??		231 969	271 674	-	-	-	-	(26 741)	(26 741)	244 933	249 529	263 878
Other Expenditure By Type												
Collection costs		2 940	2 940						-	2 940	3 087	3 241
Contributions to 'other' provisions		38 574	38 574						-	38 574	9 164	9 707
Consultant fees		-	-						-	-	-	-
Audit fees		6 275	6 275						-	6 275	6 540	6 816
General expenses	3,5	-	-						-	-	-	-
<i>Other Expenditure</i>		-	-						-	-	-	-
<i>Communication</i>		-	-						-	-	-	-
<i>Advertising, Publicity and Marketing</i>		-	-						-	-	-	-
<i>Travel and Subsistence</i>		-	-						-	-	-	-
<i>External Computer Service</i>		12 771	12 771						-	12 771	13 188	14 512
<i>Entertainment</i>		446	446						-	446	487	529
<i>Operating Leases</i>		18 416	19 200					(1 255)	(1 255)	17 945	20 043	21 820
<i>Statutory Payments other than Tax</i>		-	-						-	-	-	-
<i>Discontinued Operations</i>		-	-						-	-	-	-
<i>Operational Cost</i>		97 268	104 152					(8 353)	(8 353)	95 799	135 505	147 792
<i>Gains and Losses : Losses</i>		-	-						-	-	-	-
Total Other Expenditure	1	176 689	184 357	-	-	-	-	(9 608)	(9 608)	174 749	188 014	204 417
by Expenditure Item	14											
Employee related costs		-	-						-	-	-	-
Other materials		-	-						-	-	-	-
Contracted Services		-	-						-	-	-	-
Other Expenditure		91 240	91 240						-	91 240	97 216	102 533
Total Repairs and Maintenance Expenditure	15	91 240	91 240	-	-	-	-	-	-	91 240	97 216	102 533

WC024 Stellenbosch - Supporting Table SB2 Supporting detail to 'Financial Position Budget' - June 2020

Description	Ref	Budget Year 2019/20									Budget Year	Budget Year
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	4 A1	5 B	6 C	7 D	8 E	9 F	10 G	11 H		
R thousands												
ASSETS												
Call investment deposits												
Call deposits		-	-						-	-	-	-
Other current investments		323 254	390 111					(113 812)	(113 812)	276 299	301 256	300 562
Total Call investment deposits	1	323 254	390 111	-	-	-	-	(113 812)	(113 812)	276 299	301 256	300 562
Consumer debtors												
Consumer debtors		263 296	263 296						-	263 296	276 015	287 033
Less: provision for debt impairment		114 500	114 500	-	-	-	-	-	-	114 500	155 129	199 298
Total Consumer debtors	1	148 796	148 796	-	-	-	-	-	-	148 796	120 887	87 735
Debt impairment provision												
Balance at the beginning of the year		75 926	75 926						-	75 926	114 500	155 129
Contributions to the provision		-	-						-	-	-	-
Bad debts written off		38 574	38 574						-	38 574	40 629	44 170
Balance at end of year		114 500	114 500	-	-	-	-	-	-	114 500	155 129	199 298
Property, plant & equipment												
PPE at cost/valuation (excl. finance leases)		7 201 635	7 254 983					(34 593)	(34 593)	7 220 390	7 595 917	7 997 855
Leases recognised as PPE	2	-	-						-	-	-	-
Less: Accumulated depreciation		1 733 062	1 733 062						-	1 733 062	1 935 186	2 145 395
Total Property, plant & equipment	1	5 468 573	5 521 921	-	-	-	-	(34 593)	(34 593)	5 487 328	5 660 732	5 852 460
LIABILITIES												
Current liabilities - Borrowing												
Short term loans (other than bank overdraft)		-	-						-	-	-	-
Current portion of long-term liabilities		26 311	26 311						-	26 311	31 078	34 163
Total Current liabilities - Borrowing		26 311	26 311	-	-	-	-	-	-	26 311	31 078	34 163
Trade and other payables												
Trade Payables	12	254 131	254 131						-	254 131	267 855	282 319
Other creditors		-	-						-	-	-	-
Unspent conditional grants and receipts		-	-						-	-	-	-
VAT		-	-						-	-	-	-
Total Trade and other payables	1	254 131	254 131	-	-	-	-	-	-	254 131	267 855	282 319
Non current liabilities - Borrowing												
Borrowing	3	449 591	449 591						-	449 591	538 513	604 350
Finance leases (including PPP asset element)		-	-						-	-	-	-
Total Non current liabilities - Borrowing		449 591	449 591	-	-	-	-	-	-	449 591	538 513	604 350
Provisions - non current												
Retirement benefits		247 335	247 335						-	247 335	260 691	274 768
List other major items		-	-						-	-	-	-
Refuse landfill site rehabilitation		46 888	46 888						-	46 888	49 420	52 089
Other		-	-						-	-	-	-
Total Provisions - non current		294 223	294 223	-	-	-	-	-	-	294 223	310 111	326 857
CHANGES IN NET ASSETS												
Accumulated surplus/(Deficit)												
Accumulated surplus/(Deficit) - opening balance		5 537 458	5 537 254					(148 406)	(148 406)	5 388 848	5 639 156	5 726 332
Appropriations to Reserves		-	-						-	-	-	-
Transfers from Reserves		-	-						-	-	-	-
Depreciation offsets		-	-						-	-	-	-
Other adjustments		53 805	175 089						-	175 089	30 804	32 742
Accumulated Surplus/(Deficit)	1	5 591 263	5 712 343	-	-	-	-	(148 406)	(148 406)	5 563 937	5 669 960	5 759 074
Reserves												
Housing Development Fund		-	-						-	-	-	-
Capital replacement		-	-						-	-	-	-
Self-insurance		-	-						-	-	-	-
Other reserves (list)		-	-						-	-	-	-
Revaluation		-	-						-	-	-	-
Total Reserves	2	-	-	-	-	-	-	-	-	-	-	-
TOTAL COMMUNITY WEALTH/EQUITY	2	5 591 263	5 712 343	-	-	-	-	(148 406)	(148 406)	5 563 937	5 669 960	5 759 074

WC024 Stellenbosch - Supporting Table SB3 Adjustments to the SDBIP - performance objectives - June 2020

Description	Budget Year 2019/20									Budget Year +1 2020/21	Budget Year +2 2021/22
	Original Budget A	Prior Adjusted A1	Accum. Funds B	Multi-year capital C	Unfore. Unavoid. D	Nat. or Prov. Govt E	Other Adjusts. F	Total Adjusts. G	Adjusted Budget H	Adjusted Budget	Adjusted Budget
Vote 1 - Municipal Manager											
Function 1 - Budget Performance											
Sub-function 1 - Capital Expenditure	35	35						-	35	40	40
Insert measure/s description										-	-
Sub-function 2 - Operational Expenditure	52 258	37 870						-	37 870	53 489	55 780
Insert measure/s description										-	-
Sub-function 3 - Operational Revenue	387	387						-	387	417	448
Insert measure/s description											
Vote 2 - Planning and Development Services											
Function 1 - Budget Performance											
Sub-function 1 - Capital Expenditure	9 950	18 079						-	18 079	5 002	184
Insert measure/s description											
Sub-function 2 - Operational Expenditure	109 279	101 973						-	101 973	112 577	120 939
Insert measure/s description											
Sub-function 3 - Operational Revenue	96 045	98 418						-	98 418	103 344	111 198
Insert measure/s description											
Vote 3 - Human Settlements											
Function 1 - Budget Performance											
Sub-function 1 - Capital Expenditure	-	-						-	-	-	-
Insert measure/s description											
Sub-function 2 - Operational Expenditure	-	-						-	-	-	-
Insert measure/s description											
Sub-function 3 - Operational Revenue	-	-						-	-	-	-
Insert measure/s description											
Vote 4 - Community & Protection											
Function 1 - Budget Performance											
Sub-function 1 - Capital Expenditure	64 315	59 355						-	59 355	28 245	27 675
Insert measure/s description											
Sub-function 2 - Operational Expenditure	357 526	366 135						-	366 135	379 805	404 176
Insert measure/s description											
Sub-function 3 - Operational Revenue	147 702	159 721						-	159 721	158 927	171 006
Insert measure/s description											
Vote 5 - Infrastructure services											
Function 1 - Budget Performance											
Sub-function 1 - Capital Expenditure	378 857	348 364						-	348 364	353 626	369 239
Insert measure/s description											
Sub-function 2 - Operational Expenditure	972 006	976 189						-	976 189	1 046 404	1 115 437
Insert measure/s description											
Sub-function 3 - Operational Revenue	1 196 525	1 166 183						-	1 166 183	1 200 828	1 283 093
Insert measure/s description											
Vote 5 - Corporate services											
Function 1 - Budget Performance											
Sub-function 1 - Capital Expenditure	104 970	142 214						-	142 214	27 550	29 050
Insert measure/s description											
Sub-function 2 - Operational Expenditure	184 055	162 009						-	162 009	195 930	209 548
Insert measure/s description											
Sub-function 3 - Operational Revenue	10 396	13 710						-	13 710	417	448
Insert measure/s description											
Vote 7 - Financial services											
Function 1 - Budget Performance											
Sub-function 1 - Capital Expenditure	150	300						-	300	150	150

WC024 Stellenbosch - Supporting Table SB4 Adjustments to budgeted performance indicators and benchmarks - June 2020

Description of financial indicator	Basis of calculation	2016/17	2017/18	2018/19	Budget Year 2019/20			Budget Year +1 2020/21	Budget Year +2 2021/22
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Prior Adjusted	Adjusted Budget	Adjusted Budget	Adjusted Budget
Borrowing Management									
Credit Rating	Short term/long term rating								
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	2.4%	2.4%	2.1%	3.4%	2.8%	2.9%	4.2%	4.8%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	2.4%	2.3%	2.4%	0.0%	0.0%	3.8%	4.7%	5.3%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants	0.0%	0.0%	35.0%	38.4%	33.6%	7.4%	34.1%	21.1%
Safety of Capital									
Gearing	Long Term Borrowing/ Funds & Reserves	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Liquidity									
Current Ratio	Current assets/current liabilities	239.9%	215.7%	252.4%	221.5%	240.5%	208.2%	207.4%	191.1%
Current Ratio adjusted for aged debtors	Current assets/current liabilities less debtors > 90 days/current liabilities	239.9%	215.7%	252.4%	221.5%	240.5%	221.5%	207.4%	191.1%
Liquidity Ratio	Monetary Assets/Current Liabilities	139.5%	125.6%	130.0%	1.1	1.2	0.9	1.0	0.9
Revenue Management									
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing	99.3%	95.7%	96.0%	96.0%	96.0%	96.0%	96.9%	97.5%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)		95.8%	92.5%	96.0%	96.9%	96.9%	96.9%	97.5%	97.5%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	28.8%	21.8%	21.4%	20.2%	20.5%	21.3%	19.0%	17.9%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Creditors Management									
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))	98.0%	98.0%	98.0%	98.0%	98.0%	98.0%	98.0%	98.0%
Creditors to Cash and Investments		94.2%	1040.2%	55.7%	68.7%	62.3%	78.6%	85.5%	97.8%
Other Indicators									
Electricity Distribution Losses (2)	Total Volume Losses (kW)	23 530 743	30 935 978	38 324 322	21 177 669	21 177 669	37 941 078	37 561 668	37 186 051
	Total Cost of Losses (Rand '000)	-	-	-	-	-	-	-	-
	% Volume (units purchased and generated less units sold)/units purchased and generated	-	-	-	-	-	-	-	-
Water Distribution Losses (2)	Total Volume Losses (kℓ)	2 648	3 215	3 215	2 384	2 384	2 384	2 384	2 384
	Total Cost of Losses (Rand '000)	-	-	-	-	-	-	-	-
	% Volume (units purchased and generated less units sold)/units purchased and generated	-	-	-	-	-	-	-	-
Employee costs	Employee costs/(Total Revenue - capital revenue)	28.7%	29.0%	33.6%	33.9%	31.8%	33.0%	33.1%	32.8%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	29.7%	30.1%	34.8%					
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	4.1%	2.8%	5.6%	5.1%	5.2%	5.4%	5.1%	5.1%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	11.8%	11.5%	13.4%	13.9%	13.5%	14.0%	14.2%	14.4%
IDP regulation financial viability indicators									
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	1910.1%	1969.7%	1933.9%	1983.6%	1941.2%	1858.5%	1759.8%	1884.6%
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	36.9%	28.0%	27.3%	8.4%	8.5%	8.8%	6.4%	4.3%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	334.8%	26.2%	375.2%	3.1	3.4	2.7	2.4	2.1

WC024 Stellenbosch - Supporting Table SB6 Adjustments Budget - funding measurement - June 2020

Description	Ref	MFMA section	2016/17	2017/18	2018/19	Medium Term Revenue and Expenditure Framework				
			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Prior Adjusted	Adjusted Budget	Budget Year +1 2020/21	Budget Year +2 2021/22
R thousands										
Funding measures										
Cash/cash equivalents at the year end - R'000	1	18(1)b	299 431	23 062	433 363	370 118	408 230	323 163	313 463	288 732
Cash + investments at the yr end less applications - R'000	2	18(1)b	351 030	230 978	73 416	98 359	180 189	65 591	81 774	90 141
Cash year end/monthly employee/supplier payments	3	18(1)b	0	0	0	0	0	0	0	0
Surplus/(Deficit) excluding depreciation offsets: R'000	4	18(1)	217 967	263 579	19 290	111 488	55 915	56 255	47 893	56 372
Service charge rev % change - macro CPI target exclusive	5	18(1)a,(2)	0.046133464	2.0%	-6.0%	0.0%	0.0%	0.0%	10.0%	1.5%
Cash receipts % of Ratepayer & Other revenue	6	18(1)a,(2)	0.0%	0.0%	0.0%	91.7%	95.0%	94.8%	92.3%	92.4%
Debt impairment expense as a % of total billable revenue	7	18(1)a,(2)	7.6%	4.1%	7.2%	5.1%	5.3%	5.5%	5.1%	5.0%
Capital payments % of capital expenditure	8	18(1)c;19	100.0%	100.0%	100.0%	100.0%	100.0%	0.0%	0.0%	0.0%
Borrowing receipts % of capital expenditure (excl. transfers)	9	18(1)c	0.0%	0.0%	35.0%	38.4%	33.6%	7.4%	34.1%	21.1%
Grants % of Govt. legislated/gazetted allocations	10	18(1)a				0.0%	0.0%	0.0%	0.0%	0.0%
Current consumer debtors % change - incr(decr)	11	18(1)a	8.2%	-18.3%	0.0%	2.6%	2.6%	2.6%	0.5%	0.2%
Long term receivables % change - incr(decr)	12	18(1)a	60.6%	-38.6%	0.0%	7.7%	7.7%	7.7%	6.8%	6.5%
R&M % of Property Plant & Equipment	13	20(1)(vi)	1.3%	0.9%	1.8%	1.5%	1.5%	1.5%	1.6%	1.6%
Asset renewal % of capital budget	14	20(1)(vi)	39.8%	6.7%	0.0%	6.1%	4.9%	4.7%	8.1%	11.2%

WC024 Stellenbosch - Supporting Table SB7 Adjustments Budget - transfers and grant receipts - June 2020

Description	Ref	Budget Year 2019/20							Budget Year	Budget Year
		Original	Prior	Multi-year	Nat. or Prov.	Other	Total	Adjusted	Adjusted	Adjusted
		Budget	Adjusted	capital	Govt	Adjus.	Adjus.	Budget	Budget	Budget
R thousands		A	A1	B	C	D	E	F		
RECEIPTS:	1, 2									
Operating Transfers and Grants										
National Government:		144 704	142 954	-	209	-	209	144 913	153 354	168 626
Local Government Equitable Share		136 177	136 177				-	136 177	149 804	165 076
Municipal Systems Improvement	3	1 750	-				-	1 750	2 000	2 000
EPWP Integrated Grant for Municipalities		5 227	5 227				-	5 227	-	-
Local Government Financial Management Grant		1 550	1 550				-	1 550	1 550	1 550
Municipal Disaster Relief Grant		-	-		209		-	209	-	-
Other transfers and grants [insert description]		-	-				-	-	-	-
Provincial Government:		27 635	18 089	-	900	-	900	20 489	25 962	15 015
Library Services: Conditional Grant		12 454	12 454				-	12 454	13 577	14 324
Community Development Workers Operational Support Grant		-	112				-	112	-	-
Human Settlements Development Grant		12 438	4 200				-	4 200	9 208	-
LG Graduate Internship Grant		-	80				-	80	-	-
WC Financial Management Support Grant		255	255		900		900	1 155	-	-
Financial Management Capacity Building Grant		380	380				-	380	-	-
Maintenance and Construction of Transport Infrastructure		384	384				-	384	439	439
Environmental Affairs and Development Planning		-	-				-	-	-	-
Spatial Development framework		-	-				-	-	-	-
Municipal Accreditation and Capacity Building Grant	4	224	224				-	224	238	252
Title Deeds Restoration		-	-				-	-	-	-
Regional Socio-Economic Project/violence through urban upgr	5	1 500	-				-	1 500	2 500	-
District Municipality:		-	-	-	2 503	-	2 503	2 503	-	-
Hosting of cultural events		-	-				-	-	-	-
Cape Winelands District Municipality		-	-		2 503	-	2 503	2 503	-	-
Other grant providers:		-	2 035	-	-	-	-	2 035	-	-
Departmental Agencies and Accounts		-	35				-	35	-	-
Foreign Government and International Organisations		-	-				-	-	-	-
Households		-	-				-	-	-	-
Non-profit Institutions		-	-				-	-	-	-
Private Enterprises		-	-				-	-	-	-
Public Corporations		-	2 000				-	2 000	-	-
Higher Educational Institutions		-	-				-	-	-	-
Parent Municipality / Entity		-	-				-	-	-	-
Total Operating Transfers and Grants	6	172 339	163 078	-	3 612	-	3 612	169 940	179 316	183 641
Capital Transfers and Grants										
National Government:		62 526	62 526	-	-	-	-	62 526	45 636	49 309
Municipal Infrastructure Grant (MIG)		-	-				-	-	-	-
Regional Bulk Infrastructure		-	-				-	-	-	-
Integrated National Electrification Programme (Municipal) Grant		15 640	15 640				-	15 640	8 000	9 000
Energy Efficiency and Demand Side Management Grant		-	-				-	-	-	-
Local Government Financial Management Grant		-	-				-	-	-	-
Shared Economic infrastructure facility		-	-				-	-	-	-
Integrated Urban Development Grant		46 886	46 886				-	46 886	37 636	40 309
Provincial Government:		78 562	76 070	-	-	-	-	128 570	28 312	29 890
Human Settlements Development Grant		25 462	73 970				-	73 970	27 712	29 290
RSEP/ VPUU		-	1 500				-	1 500	-	-
Maintenance and Construction of Transport Infrastructure		-	-				-	-	-	-
Library Services: Conditional Grant		-	-				-	-	-	-
Integrated Transport Planning		600	600				-	600	600	600
Fire Services Capacity Building Grant		-	-				-	-	-	-
Public Transport Non Motorised Infrastructure		-	-				-	-	-	-
Development of Sport and Recreational Facilities		-	-				-	-	-	-
Human Settlements Development Grant (Roll over)		52 500	-				-	52 500	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
Hosting of cultural events		-	-				-	-	-	-
Other grant providers:		50 000	50 000	-	-	-	-	50 000	-	-
LOTTO		-	-				-	-	-	-
Public contribution		50 000	50 000				-	50 000	-	-
Total Capital Transfers and Grants	6	191 088	188 596	-	-	-	-	241 096	73 948	79 199
TOTAL RECEIPTS OF TRANSFERS & GRANTS		363 427	351 674	-	3 612	-	3 612	411 036	253 264	262 840

WC024 Stellenbosch - Supporting Table SB8 Adjustments Budget - expenditure on transfers and grant programme - June 2020

Description	Ref	Budget Year 2019/20							Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		2	3	4	5	6	7	2020/21	2021/22	
R thousands		A	A1	B	C	D	E	F		
EXPENDITURE ON TRANSFERS AND GRANT PROGRAM:	1									
Operating expenditure of Transfers and Grants										
National Government:		144 704	143 201	-	209	-	209	145 160	153 354	168 626
Local Government Equitable Share		136 177	136 177					136 177	149 804	165 076
Municipal Systems Improvement		1 750	-					1 750	2 000	2 000
EPWP Integrated Grant for Municipalities		5 227	5 227					5 227	-	-
Local Government Financial Management Grant		1 550	1 550					1 550	1 550	1 550
		-	247					247	-	-
Municipal Disaster Relief Grant		-	-		209		209	209	-	-
Other transfers and grants [insert description]		-	-					-	-	-
Provincial Government:		27 635	23 652	-	900	-	900	26 052	25 962	15 015
Library Services: Conditional Grant		12 454	12 454					12 454	13 577	14 324
Community Development Workers Operational Support Grant		-	56					56	-	-
Human Settlements Development Grant		12 438	5 626					5 626	9 208	-
LG Graduate Internship Grant		-	140					140	-	-
WC Financial Management Support Grant		255	255		900		900	1 155	-	-
Financial Management Capacity Building Grant		380	740					740	-	-
Maintenance and Construction of Transport Infrastructure		384	384					384	439	439
Environmental Affairs and Development Planning		-	-					-	-	-
Spatial Development framework		-	-					-	-	-
Municipal Accreditation and Capacity Building Grant		224	224					224	238	252
Title Deeds Restoration		-	3 773					3 773	-	-
Regional Socio-Economic Project/violence through urban upgrading (RSEP)		1 500	-					1 500	2 500	-
District Municipality:		-	-	-	-	2 503	2 503	2 503	-	-
Hosting of cultural events		-	-					-	-	-
Cape Winelands District Municipality		-	-			2 503	2 503	2 503	-	-
Other grant providers:		-	2 035	-	-	-	-	2 035	-	-
Departmental Agencies and Accounts		-	35					35	-	-
Foreign Government and International Organisations		-	-					-	-	-
Households		-	-					-	-	-
Non-profit Institutions		-	-					-	-	-
Private Enterprises		-	-					-	-	-
Public Corporations		-	2 000					2 000	-	-
Higher Educational Institutions		-	-					-	-	-
Parent Municipality / Entity		-	-					-	-	-
Total operating expenditure of Transfers and Grants:		172 339	168 888	-	1 109	2 503	3 612	175 750	179 316	183 641
Capital expenditure of Transfers and Grants										
National Government:		62 526	62 526	-	-	-	-	62 526	45 636	49 309
Municipal Infrastructure Grant (MIG)		-	-					-	-	-
Regional Bulk Infrastructure		-	-					-	-	-
Integrated National Electrification Programme (Municipal) Grant		15 640	15 640					15 640	8 000	9 000
Energy Efficiency and Demand Side Management Grant		-	-					-	-	-
Local Government Financial Management Grant		-	-					-	-	-
Shared Economic infrastructure facility		-	-					-	-	-
Integrated Urban Development Grant		46 886	46 886					46 886	37 636	40 309
Provincial Government:		78 562	79 073	-	-	-	-	131 573	28 312	29 890
Human Settlements Development Grant		25 462	73 970					73 970	27 712	29 290
RSEP/ VPUU		-	1 500					1 500	-	-
Maintenance and Construction of Transport Infrastructure		-	-					-	-	-
Library Services: Conditional Grant		-	-					-	-	-
Integrated Transport Planning		600	600					600	600	600
Fire Services Capacity Building Grant		-	3 003					3 003	-	-
Public Transport Non Motorised Infrastructure		-	-					-	-	-
Development of Sport and Recreational Facilities		-	-					-	-	-
Human Settlements Development Grant (Roll over)		52 500	-					52 500	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
Hosting of cultural events		-	-					-	-	-
		-	-					-	-	-
Other grant providers:		50 000	50 000	-	-	-	-	50 000	17 500	17 500
LOTTO		-	-					-	-	-
Public contribution		50 000	50 000					50 000	17 500	17 500
Total capital expenditure of Transfers and Grants		191 088	191 599	-	-	-	-	244 099	91 448	96 699
Total capital expenditure of Transfers and Grants		363 427	360 487	-	1 109	2 503	3 612	419 849	270 764	280 340

WC024 Stellenbosch - Supporting Table SB9 Adjustments Budget - reconciliation of transfers, grant receipts, and unspent funds - June 2020

Description	Ref	Budget Year 2019/20						Budget Year +1	Budget Year +2	
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	
		A	2 A1	3 B	4 C	5 D	6 E	7 F		
R thousands										
Operating transfers and grants:										
National Government:										
Balance unspent at beginning of the year		-	1 953				-	1 953	-	-
Current year receipts		144 704	142 954		209		209	143 163	153 354	168 626
Conditions met - transferred to revenue		144 704	143 201	-	209	-	209	143 410	151 648	168 626
Conditions still to be met - transferred to liabilities		-	1 706				-	1 706	1 706	-
Provincial Government:										
Balance unspent at beginning of the year		-	5 563				-	5 563	-	-
Current year receipts		27 635	18 089		900		900	18 989	25 962	15 015
Conditions met - transferred to revenue		27 635	23 652	-	900	-	900	24 552	25 962	15 015
Conditions still to be met - transferred to liabilities		-	-				-	-	-	-
District Municipality:										
Balance unspent at beginning of the year		-	-				-	-	-	-
Current year receipts		-	-			2 503	2 503	2 503	-	-
Conditions met - transferred to revenue		-	-	-	-	2 503	2 503	2 503	-	-
Conditions still to be met - transferred to liabilities		-	-				-	-	-	-
Other grant providers:										
Balance unspent at beginning of the year		-	-				-	-	-	-
Current year receipts		-	2 035				-	2 035	-	-
Conditions met - transferred to revenue		-	2 035	-	-	-	-	2 035	-	-
Conditions still to be met - transferred to liabilities		-	-				-	-	-	-
Total operating transfers and grants revenue		172 339	168 888	-	1 109	2 503	3 612	172 500	177 610	183 641
Total operating transfers and grants - CTBM	2	-	1 706	-	-	-	-	1 706	1 706	-
Capital transfers and grants:										
National Government:										
Balance unspent at beginning of the year		-	-				-	-	-	-
Current year receipts		62 526	62 526				-	62 526	45 636	49 309
Conditions met - transferred to revenue		62 526	62 526	-	-	-	-	62 526	45 636	49 309
Conditions still to be met - transferred to liabilities		-	-				-	-	-	-
Provincial Government:										
Balance unspent at beginning of the year		-	3 003				-	3 003	-	-
Current year receipts		78 562	76 070				-	76 070	28 312	29 890
Conditions met - transferred to revenue		78 562	79 073	-	-	-	-	79 073	28 312	29 890
Conditions still to be met - transferred to liabilities		-	-				-	-	-	-
District Municipality:										
Balance unspent at beginning of the year		-	-				-	-	-	-
Current year receipts		-	-				-	-	-	-
Conditions met - transferred to revenue		-	-	-	-	-	-	-	-	-
Conditions still to be met - transferred to liabilities		-	-				-	-	-	-
Other grant providers:										
Balance unspent at beginning of the year		-	-				-	-	-	-
Current year receipts		-	50 000				-	50 000	-	-
Conditions met - transferred to revenue		-	50 000	-	-	-	-	50 000	-	-
Conditions still to be met - transferred to liabilities		-	-				-	-	-	-
Total capital transfers and grants revenue		141 088	191 599	-	-	-	-	191 599	73 948	79 199
Total capital transfers and grants - CTBM		-	-	-	-	-	-	-	-	-
TOTAL TRANSFERS AND GRANTS REVENUE		313 427	360 487	-	1 109	2 503	3 612	364 099	251 558	262 840
TOTAL TRANSFERS AND GRANTS - CTBM		-	1 706	-	-	-	-	1 706	1 706	-

WC024 Stellenbosch - Supporting Table SB10 Adjustments Budget - transfers and grants made by the municipality - June 2020

Description	Ref	Budget Year 2019/20									Budget Year	Budget Year	
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	+1 2020/21	+2 2021/22	
		A	6 A1	7 B	8 C	9 D	10 E	11 F	12 G	13 H	Adjusted Budget	Adjusted Budget	
R thousands													
Cash transfers to other municipalities													
Operational	1	-							-	-			
Capital		-							-	-			
TOTAL ALLOCATIONS TO MUNICIPALITIES:		-	-	-	-	-	-	-	-	-	-	-	
Cash transfers to Entities/Other External Mechanisms													
Operational	2	-							-	-			
Capital		-							-	-			
TOTAL ALLOCATIONS TO ENTITIES/EMS'		-	-	-	-	-	-	-	-	-	-	-	
Cash transfers to other Organs of State													
Operational	3	-							-	-			
Capital		-							-	-			
TOTAL ALLOCATIONS TO OTHER ORGANS OF STATE:		-	-	-	-	-	-	-	-	-	-	-	
Cash transfers to other Organisations													
Grant-In-Aid: Sundry	4	4 336	4 336						900	900	5 236	4 666	4 946
Grant-In-Aid: External Bodies Performing Tourism Function		4 600	4 600								4 600	4 782	5 045
Grant-In-Aid: External Bodies Performing Animal Welfare Function		1 113	1 113								1 113	1 180	1 251
TOTAL CASH TRANSFERS TO OTHER ORGANISATIONS:		10 049	10 049	-	-	-	-	-	900	900	10 949	10 628	11 242
TOTAL CASH TRANSFERS	5	10 049	10 049	-	-	-	-	-	900	900	10 949	10 628	11 242

Non-cash transfers to other municipalities													
Operational	1	-							-	-			
Capital		-							-	-			
TOTAL ALLOCATIONS TO MUNICIPALITIES:		-	-	-	-	-	-	-	-	-	-	-	
Non-cash transfers to Entities/Other External Mechanisms													
Operational	2	-							-	-			
Capital		-							-	-			
TOTAL ALLOCATIONS TO ENTITIES/EMS'		-	-	-	-	-	-	-	-	-	-	-	
Non-cash transfers to other Organs of State													
Operational	3	-							-	-			
Capital		-							-	-			
TOTAL ALLOCATIONS TO OTHER ORGANS OF STATE:		-	-	-	-	-	-	-	-	-	-	-	
Non-cash transfers to other Organisations													
Operational	4	-							-	-			
Capital		-							-	-			
TOTAL NON-CASH TRANSFERS TO OTHER ORGANISATIONS:		-	-	-	-	-	-	-	-	-	-	-	
TOTAL NON-CASH TRANSFERS	5	-	-	-	-	-	-	-	-	-	-	-	
TOTAL TRANSFERS		10 049	10 049	-	-	-	-	-	900	900	10 949	10 628	11 242

WC024 Stellenbosch - Supporting Table SB11 Adjustments Budget - councillor and staff benefits - June 2020

Summary of remuneration	Ref	Budget Year 2019/20									% change
		Original Budget A	Prior Adjusted 5 A1	Accum. Funds 6 B	Multi-year capital 7 C	Unfore. Unavoid. 8 D	Nat. or Prov. Govt 9 E	Other Adjusts. 10 F	Total Adjusts. 11 G	Adjusted Budget 12 H	
R thousands											
Councillors (Political Office Bearers plus Other)											
Basic Salaries and Wages		12 934	12 934						-	12 934	0.0%
Pension and UIF Contributions		800	800						-	800	0.0%
Medical Aid Contributions		87	87						-	87	0.0%
Motor Vehicle Allowance		4 667	4 667						-	4 667	0.0%
Cellphone Allowance		1 263	1 263						-	1 263	
Housing Allowances		-	-						-	-	
Other benefits and allowances		186	186						-	186	
Sub Total - Councillors		19 936	19 936						-	19 936	0.0%
% increase			-							-	
Senior Managers of the Municipality											
Basic Salaries and Wages		4 445	4 445						-	4 445	0.0%
Pension and UIF Contributions		852	852						-	852	0.0%
Medical Aid Contributions		78	78						-	78	0.0%
Overtime		-	-						-	-	
Performance Bonus		-	-						-	-	
Motor Vehicle Allowance		1 006	1 006						-	1 006	0.0%
Cellphone Allowance		134	134						-	134	0.0%
Housing Allowances		-	-						-	-	
Other benefits and allowances		34	34						-	34	
Payments in lieu of leave		-	-						-	-	
Long service awards		-	-						-	-	
Post-retirement benefit obligations	5	46 247	46 247						-	46 247	0.0%
Sub Total - Senior Managers of Municipality		52 796	52 796						-	52 796	0.0%
% increase			-							-	
Other Municipal Staff											
Basic Salaries and Wages		354 828	308 908						-	308 908	-12.9%
Pension and UIF Contributions		59 439	59 439						-	59 439	0.0%
Medical Aid Contributions		26 328	26 328						-	26 328	0.0%
Overtime		51 545	51 545						-	51 545	0.0%
Performance Bonus		-	-						-	-	
Motor Vehicle Allowance		13 074	13 074						-	13 074	0.0%
Cellphone Allowance		869	869						-	869	0.0%
Housing Allowances		2 875	2 875						-	2 875	
Other benefits and allowances		39 440	39 440						-	39 440	
Payments in lieu of leave		2 007	2 007						-	2 007	0.0%
Long service awards		66	66						-	66	0.0%
Post-retirement benefit obligations	5	-	-						-	-	
Sub Total - Other Municipal Staff		550 472	504 552						-	504 552	-8.3%
% increase			-							-	
Total Parent Municipality		623 204	577 284						-	577 284	-7.4%
TOTAL SALARY, ALLOWANCES & BENEFITS		623 204	577 284						-	577 284	-7.4%
% increase			-							-	
TOTAL MANAGERS AND STAFF		603 268	557 348						-	557 348	-7.6%

WC024 Stellenbosch - Supporting Table SB12 Adjustments Budget - monthly revenue and expenditure (municipal vote) - June 2020

Description	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget						
R thousands																
Revenue by Vote																
Vote 1 - Office of the Municipal Manager		0	0	0	0	0	0	0	387	0	0	0	387	417	448	
Vote 2 - Planning and Development Services		78 437	34 307	38 173	63 279	33 463	35 266	32 918	47 204	65 857	48 264	37 163	(415 914)	98 418	103 344	111 198
Vote 3 - Infrastructure Services		92 309	70 337	43 440	47 258	72 644	126 181	52 718	66 993	130 434	76 385	30 374	357 111	1 166 183	1 200 828	1 283 093
Vote 4 - Community and Protection Services		3 123	3 085	920	917	3 103	2 574	1 447	4 173	2 096	1 018	1 649	125 617	149 721	158 927	171 006
Vote 5 - Corporate Services		7 356	6 603	6 724	6 639	6 804	5 702	5 888	5 620	6 424	5 304	5 378	(54 731)	13 710	11 186	12 037
Vote 6 - Financial Services		92 909	(3 515)	31 139	23 504	9 157	(14 666)	14 858	31 263	(1 624)	(29 880)	54 853	253 122	461 120	498 452	526 942
Total Revenue by Vote		274 134	110 817	120 396	141 597	125 170	155 056	107 829	155 253	203 573	101 091	129 418	265 204	1 889 539	1 973 154	2 104 724
Expenditure by Vote																
Vote 1 - Office of the Municipal Manager		3 149	3 233	3 560	3 829	5 466	4 892	4 258	4 198	4 676	4 640	4 698	(8 728)	37 870	53 489	55 780
Vote 2 - Planning and Development Services		7 868	5 758	13 121	6 999	10 346	9 570	7 756	7 712	10 921	8 670	9 112	4 140	101 973	112 577	120 939
Vote 3 - Infrastructure Services		14 354	60 422	67 707	55 014	61 597	164 955	52 266	56 454	67 446	77 904	84 712	213 357	976 189	1 046 404	1 115 437
Vote 4 - Community and Protection Services		16 376	16 796	20 385	22 900	35 245	37 126	24 788	24 847	54 345	28 379	32 821	52 127	366 135	379 805	404 176
Vote 5 - Corporate Services		10 294	10 845	11 758	13 065	16 941	21 685	14 016	14 137	16 982	14 954	15 350	1 982	162 009	195 930	209 548
Vote 6 - Financial Services		8 019	8 249	9 075	9 789	14 082	11 812	10 873	10 715	12 822	11 857	12 137	14 676	134 107	137 057	142 472
Total Expenditure by Vote		60 061	105 302	125 605	111 597	143 678	250 041	113 957	118 064	167 191	146 404	158 829	277 554	1 778 284	1 925 262	2 048 352
Surplus/ (Deficit)		214 073	5 514	(5 209)	30 000	(18 508)	(94 985)	(6 127)	37 189	36 381	(45 313)	(29 411)	(12 350)	111 255	47 893	56 372

WC024 Stellenbosch - Supporting Table SB13 Adjustments Budget - monthly revenue and expenditure (functional classification) - June 2020

Description - Standard classification	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework				
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22		
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget								
R thousands																		
Revenue - Functional																		
<i>Governance and administration</i>		177 029	36 452	71 956	55 131	46 905	21 686	46 373	81 041	38 475	(9 621)	103 019	(217 886)	450 561	469 641	484 223		
Executive and council		73	193	112	123	149	267	142	182	612	213	53	1 446	3 566	3 837	4 128		
Finance and administration		176 956	36 259	71 844	55 007	46 756	21 419	46 231	80 859	37 863	(9 833)	102 965	(219 332)	446 995	465 804	480 094		
Internal audit		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
<i>Community and public safety</i>		4 706	3 205	848	35 218	2 874	2 023	5 224	3 124	31 893	31 745	405	16 098	137 363	134 251	144 454		
Community and social services		4 226	1 938	114	4 276	1 894	271	4 295	1 928	236	216	54	727	20 176	22 507	24 217		
Sport and recreation		46	120	70	77	93	166	88	114	145	133	33	1 301	2 386	2 137	2 299		
Public safety		88	232	135	148	180	321	170	219	279	256	64	4 450	6 542	4 122	4 435		
Housing		347	914	530	30 717	708	1 265	670	863	31 233	31 140	253	9 619	108 259	105 485	113 502		
Health		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
<i>Economic and environmental services</i>		4 433	7 738	4 489	4 939	5 990	11 305	5 673	7 308	9 695	8 525	2 144	66 857	139 095	140 083	150 729		
Planning and development		1 650	396	229	252	306	547	290	374	476	436	110	10 267	15 333	8 638	9 294		
Road transport		2 783	7 341	4 258	4 685	5 682	10 756	5 381	6 933	9 217	8 087	2 034	54 624	121 781	131 415	141 402		
Environmental protection		1	2	1	1	1	2	1	2	2	2	0	1 966	1 981	31	33		
<i>Trading services</i>		87 964	63 417	43 101	46 307	69 398	120 034	50 557	63 775	123 498	70 437	23 849	400 109	1 162 446	1 229 101	1 325 234		
Energy sources		39 236	40 668	23 592	25 958	31 480	64 441	29 814	38 413	57 112	44 803	11 271	359 560	766 349	700 680	756 653		
Water management		12 464	13 074	14 596	14 767	15 217	23 399	13 920	16 105	20 718	14 544	10 736	(17 291)	152 248	239 139	257 313		
Waste water management		26 511	5 625	2 564	2 998	19 566	18 372	3 854	5 432	32 576	6 628	719	32 511	157 357	190 836	205 339		
Waste management		9 754	4 050	2 349	2 585	3 135	13 821	2 969	3 825	13 091	4 462	1 122	25 330	86 493	98 447	105 929		
<i>Other</i>		2	4	3	3	3	6	3	4	5	5	1	33	74	79	85		
Total Revenue - Functional		274 134	110 817	120 396	141 597	125 170	155 056	107 829	155 253	203 566	101 091	129 418	265 211	1 889 539	1 973 154	2 104 724		
Expenditure - Functional																		
<i>Governance and administration</i>		21 463	22 327	24 393	26 683	36 490	38 390	29 146	29 050	34 479	31 451	32 184	9 309	335 365	394 976	417 300		
Executive and council		4 863	4 957	5 285	5 534	7 298	6 873	6 032	6 198	6 843	6 671	6 711	(3 045)	64 220	80 751	85 608		
Finance and administration		15 862	16 563	18 209	20 070	27 828	30 337	21 971	21 721	26 208	23 600	24 239	12 877	259 486	299 431	316 195		
Internal audit		738	807	899	1 080	1 363	1 180	1 142	1 132	1 428	1 179	1 235	(524)	11 659	14 793	15 497		
<i>Community and public safety</i>		12 809	12 892	15 970	17 560	24 417	25 279	19 175	19 225	23 931	21 476	22 273	36 275	251 282	287 297	304 949		
Community and social services		2 968	2 984	3 321	3 405	4 937	4 891	3 779	3 831	4 493	4 286	4 320	2 179	45 394	52 525	55 643		
Sport and recreation		1 816	1 974	2 600	3 595	4 361	6 128	3 752	3 816	4 544	4 147	4 358	5 639	46 731	51 514	54 671		
Public safety		6 188	6 022	7 818	7 933	11 167	9 838	8 787	8 730	9 398	9 804	9 947	24 378	120 011	140 967	149 890		
Housing		1 837	1 912	2 231	2 626	3 952	4 422	2 856	2 848	5 497	3 239	3 648	4 078	39 146	42 291	44 745		
Health		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
<i>Economic and environmental services</i>		13 094	11 484	20 256	16 705	26 385	73 004	17 871	17 823	45 974	20 579	24 913	69 868	357 956	351 488	370 624		
Planning and development		6 034	3 849	10 893	4 377	6 398	5 152	4 903	4 869	5 433	5 435	5 469	2 157	64 968	70 345	76 257		
Road transport		5 667	6 206	7 648	10 282	17 183	65 457	10 723	10 717	38 134	12 633	16 882	63 952	265 485	251 711	262 843		
Environmental protection		1 393	1 429	1 715	2 045	2 804	2 396	2 244	2 237	2 407	2 511	2 563	3 760	27 504	29 431	31 524		
<i>Trading services</i>		12 695	58 600	64 987	50 649	56 387	113 367	47 765	51 966	62 806	72 898	79 458	162 102	833 680	891 501	955 479		
Energy sources		2 364	44 242	47 013	29 494	29 482	40 345	26 042	29 558	30 277	46 765	50 898	91 287	467 767	481 311	517 980		
Water management		2 911	6 365	7 168	6 015	7 933	43 061	5 866	6 272	11 160	8 285	9 474	36 274	150 785	179 996	194 090		
Waste water management		4 599	4 820	6 168	7 963	10 371	21 196	8 437	8 610	11 294	9 582	10 122	13 485	116 646	142 741	150 768		
Waste management		2 821	3 173	4 636	7 177	8 602	8 766	7 420	7 525	10 076	8 267	8 964	21 056	98 482	87 454	92 640		
<i>Other</i>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Expenditure - Functional		60 061	105 302	125 605	111 597	143 678	250 041	113 957	118 064	167 191	146 404	158 829	277 554	1 778 284	1 925 262	2 048 352		
Surplus/ (Deficit) 1.		214 073	5 514	(5 209)	30 000	(18 508)	(94 985)	(6 127)	37 189	36 375	(45 313)	(29 411)	(12 343)	111 255	47 893	56 372		

WC024 Stellenbosch - Supporting Table SB14 Adjustments Budget - monthly revenue and expenditure - June 2020

Description	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget					
R thousands																
Revenue By Source																
Property rates		32 005	44 503	21 679	46 082	26 580	(69 890)	11 932	11 543	11 192	9 953	23 654	186 889	356 122	382 456	408 452
Service charges - electricity revenue		34 561	0	0	45 757	33 803	184 582	42 837	40 969	45 490	40 736	52 484	118 666	639 886	692 917	749 031
Service charges - water revenue		9 487	10 091	4 655	8 609	8 092	37 250	14 481	17 888	17 343	16 360	16 236	(28 518)	131 975	217 103	231 085
Service charges - sanitation revenue		6 275	7 596	4 819	7 967	5 929	22 606	7 182	7 624	7 408	6 750	8 552	796	93 503	122 278	130 586
Service charges - refuse		4 194	5 490	3 857	6 795	4 349	14 243	5 112	4 806	4 904	4 152	5 538	785	64 225	77 147	84 762
Rental of facilities and equipment		662	635	716	594	729	350	500	500	934	1 010	9 416	2 785	18 831	19 961	21 159
Interest earned - external investments		3 060	3 060	3 060	887	2 636	2 993	2 850	2 542	2 866	2 792	8 362	7 064	42 171	36 730	36 330
Interest earned - outstanding debtors		-	-	-	4 128	-	(4 128)	-	-	-	-	923	10 347	11 270	12 096	12 983
Dividends received		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		3	1 245	567	897	4 231	1 547	1 886	1 505	763	393	3 501	81 723	98 260	113 673	119 357
Licences and permits		216	21	586	648	639	162	451	402	566	193	-	1 514	5 398	5 722	6 065
Agency services		123	-	412	427	295	97	40	219	247	-	168	823	2 852	3 023	3 204
Transfers and subsidies		56 740	7 008	-	4 406	4 186	45 392	6 504	1 679	34 533	900	-	23 338	184 687	179 316	183 641
Other revenue		1 416	1 308	1 766	1 691	1 919	1 944	1 383	1 407	1 815	322	585	24 934	40 491	36 784	38 871
Gains on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue		148 742	80 958	42 117	128 889	93 389	237 148	95 158	91 084	128 061	83 561	129 418	431 146	1 689 671	1 899 207	2 025 525
Expenditure By Type																
Employee related costs		37 136	41 271	41 899	40 240	220 558	(121 479)	41 671	40 492	39 708	42 323	55 516	78 399	557 733	628 564	665 252
Remuneration of councillors		1 468	1 468	1 468	1 468	7 360	(4 380)	1 498	1 485	1 483	1 482	1 808	3 327	19 936	21 115	22 363
Debt impairment		-	-	-	-	-	-	-	-	-	-	-	72 067	72 067	76 391	80 975
Depreciation & asset impairment		-	-	-	-	-	-	-	-	-	-	-	206 956	206 956	215 430	224 255
Finance charges		-	-	-	-	-	15 973	-	-	-	-	156	13 748	29 877	54 668	66 655
Bulk purchases		-	55 260	56 562	37 134	31 743	33 154	29 718	33 624	33 373	31 095	48 775	36 520	426 958	441 586	479 627
Other materials		327	381	1 163	1 654	1 711	1 439	2 718	3 309	1 184	6 756	3 041	10 442	34 125	36 919	39 020
Contracted services		446	6 510	8 834	14 507	17 467	13 465	14 829	13 805	21 403	14 456	28 555	90 656	244 933	251 947	254 544
Grants and subsidies		4 985	2 203	82	1 209	158	74	62	59	89	-	-	2 027	10 949	10 628	11 242
Other expenditure		4 345	8 504	10 330	17 090	(599)	11 103	(969)	10 510	9 932	8 473	14 135	81 894	174 749	188 014	204 417
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure		48 706	115 596	120 338	113 304	278 400	(50 652)	89 527	103 284	107 173	104 585	151 986	596 037	1 778 284	1 925 262	2 048 352
Surplus/(Deficit)		100 036	(34 638)	(78 221)	15 585	(185 011)	287 800	5 631	(12 200)	20 888	(21 023)	(22 568)	(164 891)	(88 613)	(26 055)	(22 827)
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		31 269	-	-	25 987	15 629	600	-	-	41 616	25 987	-	3 780	144 868	73 948	79 199
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (in-kind - all)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		131 304	(34 638)	(78 221)	41 572	(169 382)	288 400	5 631	(12 200)	62 503	4 964	(22 568)	(161 110)	56 255	47 893	56 372

WC024 Stellenbosch - Supporting Table SB15 Adjustments Budget - monthly cash flow - June 2020

Monthly cash flows	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget				
R thousands																
Cash Receipts By Source	###															
Property rates		15 326	28 137	30 641	23 427	30 256	30 318	15 643	22 710	20 308	23 861	30 559	70 693	341 877	370 982	396 199
Service charges - electricity revenue		28 111	51 610	56 203	42 971	55 497	55 610	28 693	41 656	37 250	43 766	56 052	129 669	627 089	679 059	734 050
Service charges - water revenue		8 692	15 958	17 378	13 287	17 160	17 195	8 872	12 880	11 518	13 533	17 331	40 094	193 896	210 590	224 152
Service charges - sanitation revenue		4 885	8 968	9 766	7 467	9 643	9 663	4 986	7 238	6 473	7 605	9 740	22 531	108 963	118 610	126 668
Service charges - refuse		2 979	5 469	5 956	4 554	5 881	5 893	3 041	4 414	3 948	4 638	5 940	13 742	66 456	74 833	82 219
Rental of facilities and equipment		810	1 488	1 620	1 239	1 600	1 603	827	1 201	1 074	1 262	1 616	3 738	18 078	19 163	20 313
Interest earned - external investments		1 980	3 635	3 959	3 027	3 909	3 917	2 021	2 934	2 624	3 083	3 948	9 134	44 171	36 730	36 330
Interest earned - outstanding debtors		485	890	970	741	958	959	495	719	643	755	967	2 237	10 819	11 613	12 464
Dividends received		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		1 456	2 673	2 911	2 226	2 874	2 880	1 486	2 157	1 929	2 267	2 903	6 716	32 478	34 102	35 807
Licences and permits		242	444	484	370	478	479	247	359	321	377	483	1 116	5 398	5 722	6 065
Agency services		128	235	256	195	252	253	130	189	169	199	255	590	2 852	3 023	3 204
Transfer receipts - operational		51 627	3 292	-	8 297	2 325	45 392	4 630	1 743	50 886	4 146	-	3 612	175 951	179 316	183 641
Other revenue		1 561	2 865	3 120	2 386	3 081	3 087	1 593	2 313	2 068	2 430	3 112	7 199	34 815	36 784	38 871
Cash Receipts by Source		118 282	125 664	133 263	110 187	133 915	177 250	72 664	100 513	139 209	107 921	132 906	311 070	1 662 842	1 780 525	1 899 983
Other Cash Flows by Source																
Transfers receipts - capital		31 269	-	-	25 987	15 629	600	-	-	41 616	25 987	-	-	141 088	73 948	79 199
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions) & Transfers and subsidies - capital (in-kind - all)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Short term loans		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	-	-	-	-	-	-	-	-	-	-	160 000	160 000	120 000	100 000
Increase (decrease) in consumer deposits		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (Increase) in non-current debtors		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current receivables		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Receipts by Source		149 551	125 664	133 263	136 174	149 544	177 850	72 664	100 513	180 825	133 908	132 906	471 070	1 963 929	1 974 473	2 079 182
Cash Payments by Type																
Employee related costs		43 618	43 120	45 638	43 237	68 949	44 374	50 404	49 211	49 892	56 403	55 516	6 659	557 021	579 002	612 798
Remuneration of councillors		1 527	1 527	1 526	1 526	1 606	1 644	1 595	1 801	1 808	1 837	1 808	1 732	19 936	21 115	22 363
Finance charges		-	-	-	-	-	19 939	-	-	-	-	-	19 939	39 877	54 668	66 655
Bulk purchases - Electricity		-	41 613	43 618	24 676	23 586	27 013	21 016	24 537	23 870	41 343	45 101	59 471	375 842	405 909	438 382
Bulk purchases - Water & Sewer		-	3 390	3 553	2 010	1 921	2 200	1 712	1 999	1 944	3 368	3 674	4 844	30 616	35 678	41 245
Other materials		1 130	1 011	1 936	1 873	1 302	884	1 299	2 586	7 162	2 717	3 041	10 047	34 990	36 919	39 020
Contracted services		634	2 239	9 295	23 796	23 796	23 796	23 796	23 796	23 796	26 175	28 555	28 285	237 957	251 947	254 544
Transfers and grants - other municipalities		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants - other		2 512	-	7 502	-	-	-	-	-	-	-	-	34	10 049	10 628	11 242
Other expenditure		5 601	12 368	12 368	14 135	15 902	15 902	14 135	14 135	7 970	9 935	14 135	(8 080)	128 507	147 385	160 247
Cash Payments by Type		55 022	105 268	125 436	111 253	137 062	135 753	113 957	118 064	116 442	141 778	151 830	122 931	1 434 796	1 543 249	1 646 497
Other Cash Flows/Payments by Type																
Capital assets		-	1 632	20 616	31 270	34 367	41 298	18 602	31 369	69 215	66 473	104 412	104 428	523 683	414 613	426 338
Repayment of borrowing		-	-	-	-	-	10 442	-	-	-	-	-	10 442	20 883	26 311	31 078
Other Cash Flows/Payments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Payments by Type		55 022	106 901	146 052	142 522	171 429	187 492	132 559	149 433	185 657	208 251	256 243	237 801	1 979 362	1 984 173	2 103 912
NET INCREASE/(DECREASE) IN CASH HELD		94 528	18 763	(12 789)	(6 348)	(21 885)	(9 643)	(59 895)	(48 920)	(4 833)	(74 343)	(123 337)	233 269	(15 433)	(9 700)	(24 730)
Cash/cash equivalents at the month/year beginning:		433 363	527 892	546 655	533 866	527 518	505 633	495 990	436 095	387 174	382 342	307 998	184 662	433 363	417 931	408 231
Cash/cash equivalents at the month/year end:		527 892	546 655	533 866	527 518	505 633	495 990	436 095	387 174	382 342	307 998	184 662	417 931	417 931	408 231	383 500

WC024 Stellenbosch - Supporting Table SB16 Adjustments Budget - monthly capital expenditure (municipal vote) - June 2020

Description - Municipal Vote	Ref	Budget Year 2019/20											Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget					
R thousands																
Multi-year expenditure appropriation	1															
Vote 1 - Office of the Municipal Manager		-	-	-	-	-	-	-	-	-	-	-	-	-	40	40
Vote 2 - Planning and Development Services		-	29	360	546	600	721	325	548	1 209	1 161	1 824	9 201	16 525	4 500	-
Vote 3 - Infrastructure Services		-	953	12 035	18 254	20 062	24 108	10 859	18 312	40 404	38 804	60 951	61 618	306 359	123 330	123 740
Vote 4 - Community and Protection Services		-	53	675	1 024	1 125	1 352	609	1 027	2 266	2 177	3 419	(3 139)	10 589	11 835	12 720
Vote 5 - Corporate Services		-	287	3 628	5 503	6 048	7 268	3 274	5 521	12 181	11 698	18 375	60 579	134 363	25 900	23 100
Vote 6 - Financial Services		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Multi-year expenditure sub-total	3	-	1 322	16 698	25 327	27 836	33 449	15 067	25 408	56 061	53 840	84 569	128 260	467 836	165 605	159 600
Single-year expenditure appropriation																
Vote 1 - Office of the Municipal Manager		-	0	1	2	2	3	1	2	4	4	7	8	35	-	-
Vote 2 - Planning and Development Services		-	1	10	16	17	21	9	16	35	34	53	68	280	537	234
Vote 3 - Infrastructure Services		-	164	2 075	3 147	3 459	4 157	1 872	3 157	6 966	6 690	10 509	13 518	55 715	264 517	245 499
Vote 4 - Community and Protection Services		-	136	1 720	2 609	2 868	3 446	1 552	2 617	5 775	5 547	8 712	11 207	46 190	22 875	14 905
Vote 5 - Corporate Services		-	22	281	426	469	563	254	428	944	907	1 424	1 832	7 550	3 650	5 950
Vote 6 - Financial Services		-	0	6	8	9	11	5	9	19	18	28	186	300	150	150
Capital single-year expenditure sub-total	3	-	324	4 094	6 209	6 824	8 200	3 694	6 229	13 744	13 199	20 733	26 819	110 070	291 728	266 738
Total Capital Expenditure	2	-	1 646	20 792	31 536	34 660	41 650	18 761	31 636	69 804	67 039	105 302	155 079	577 906	457 333	426 338

WC024 Stellenbosch - Supporting Table SB17 Adjustments Budget - monthly capital expenditure (functional classification) - June 2020

Description	Ref	Budget Year 2019/20											Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget					
R thousands																
Capital Expenditure - Functional																
Governance and administration		–	310	3 916	5 940	6 528	7 845	3 534	5 959	13 148	12 627	19 834	62 607	142 249	29 440	28 940
Executive and council		–	0	1	2	2	3	1	2	4	4	7	8	35	40	40
Finance and administration		–	310	3 915	5 938	6 526	7 842	3 533	5 957	13 144	12 623	19 828	62 598	142 214	29 400	28 900
Internal audit		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Community and public safety		–	181	2 288	3 471	3 815	4 584	2 065	3 482	7 683	7 378	11 590	8 529	55 066	33 197	27 334
Community and social services		–	8	106	161	177	212	96	161	356	342	537	(776)	1 379	2 875	3 755
Sport and recreation		–	86	1 080	1 638	1 800	2 164	975	1 643	3 626	3 482	5 470	4 153	26 117	18 320	18 170
Public safety		–	87	1 101	1 669	1 835	2 205	993	1 675	3 695	3 548	5 574	3 840	26 221	11 950	5 350
Housing		–	0	2	3	3	4	2	3	6	6	9	1 312	1 350	52	59
Health		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Economic and environmental services		–	385	4 858	7 369	8 099	9 732	4 384	7 392	16 311	15 665	24 606	29 640	128 441	77 817	65 369
Planning and development		–	148	1 874	2 843	3 125	3 755	1 691	2 852	6 293	6 044	9 493	8 018	46 138	52 967	44 519
Road transport		–	236	2 984	4 526	4 974	5 977	2 692	4 540	10 018	9 621	15 112	21 622	82 303	24 850	20 850
Environmental protection		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Trading services		–	770	9 729	14 756	16 218	19 489	8 778	14 803	32 662	31 369	49 272	54 303	252 149	316 579	304 395
Energy sources		–	103	1 307	1 982	2 179	2 618	1 179	1 988	4 387	4 214	6 619	19 916	46 493	30 900	38 950
Water management		–	236	2 979	4 519	4 967	5 968	2 688	4 533	10 003	9 607	15 090	(9 170)	51 420	132 500	132 750
Waste water management		–	337	4 261	6 462	7 102	8 535	3 844	6 483	14 304	13 737	21 578	29 909	116 553	123 234	98 350
Waste management		–	94	1 182	1 793	1 970	2 368	1 066	1 798	3 968	3 811	5 986	13 648	37 684	29 945	34 345
Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Capital Expenditure - Functional		–	1 646	20 792	31 536	34 660	41 650	18 761	31 636	69 804	67 039	105 302	155 079	577 905	457 033	426 038

Description	Ref	Budget Year 2019/20								Budget Year +1	Budget Year +2	
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
			7	8	9	10	11	12	13	14		
Clinics/Care Centres		-	-						-	-	-	-
Fire/Ambulance Stations		-	-						-	-	-	-
Testing Stations		-	-						-	-	-	-
Museums		-	-						-	-	-	-
Galleries		-	-						-	-	-	-
Theatres		4 000	1 329							1 329	5 000	3 000
Libraries		475	475					(200)	(200)	275	385	100
Cemeteries/Crematoria		-	-						-	-	-	-
Police		-	-						-	-	-	-
Purts		-	-						-	-	-	-
Public Open Space		2 500	2 500					(500)	(500)	2 000	1 800	2 100
Nature Reserves		-	198						-	198	-	-
Public Ablution Facilities		-	-						-	-	-	-
Markets		-	980						-	980	-	-
Stalls		4 500	7 769					(674)	(674)	7 094	-	-
Abattoirs		-	-						-	-	-	-
Airports		-	-						-	-	-	-
Taxi Ranks/Bus Terminals		-	1 064						-	1 064	-	-
Capital Spares		-	467					(427)	(427)	41	-	-
Sport and Recreation Facilities		6 000	6 426	-	-	-	-	(482)	(482)	5 944	5 000	1 000
Indoor Facilities		-	-						-	-	-	-
Outdoor Facilities		6 000	6 426					(482)	(482)	5 944	5 000	1 000
Capital Spares		-	-						-	-	-	-
Heritage assets		2 000	2 101	-	-	-	-	(400)	(400)	1 701	1 000	-
Monuments		-	-						-	-	-	-
Historic Buildings		-	-						-	-	-	-
Works of Art		-	-						-	-	-	-
Conservation Areas		2 000	2 101					(400)	(400)	1 701	1 000	-
Other Heritage		-	-						-	-	-	-
Investment properties		2 400	2 276	-	-	-	-	-	-	2 276	10 780	10 800
Revenue Generating		2 100	1 600	-	-	-	-	-	-	1 600	10 480	10 500
Improved Property		2 100	1 600						-	1 600	10 480	10 500
Unimproved Property		-	-						-	-	-	-
Non-revenue Generating		300	676	-	-	-	-	-	-	676	300	300
Improved Property		300	300						-	300	300	300
Unimproved Property		-	376						-	376	-	-
Other assets		9 260	(2 593)	-	-	-	-	(1 350)	(1 350)	(3 943)	4 780	16 790
Operational Buildings		5 500	(4 901)	-	-	-	-	(350)	(350)	(5 251)	4 500	5 000
Municipal Offices		500	-						-	500	-	5 000
Pay/Enquiry Points		-	-						-	-	-	-
Building Plan Offices		-	-						-	-	-	-
Workshops		-	-						-	-	-	-
Yards		-	-						-	-	-	-
Stores		-	-						-	-	-	-
Laboratories		-	-						-	-	-	-
Training Centres		5 000	(5 500)					(350)	(350)	(5 850)	4 500	-
Manufacturing Plant		-	-						-	-	-	-
Depots		-	-						-	-	-	-
Capital Spares		-	599						-	599	-	-
Housing		3 760	2 308	-	-	-	-	(1 000)	(1 000)	1 308	280	11 790
Staff Housing		-	-						-	-	-	-
Social Housing		3 760	1 960					(1 000)	(1 000)	960	280	11 790
Capital Spares		-	348						-	348	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-						-	-	-	-
Intangible Assets		-	163	-	-	-	-	-	-	163	-	200
Servitudes		-	-						-	-	-	-
Licences and Rights		-	163	-	-	-	-	-	-	163	-	200
Water Rights		-	-						-	-	-	-
Effluent Licences		-	-						-	-	-	-
Solid Waste Licences		-	-						-	-	-	-
Computer Software and Applications		-	163						-	163	-	200
Load Settlement Software Applications		-	-						-	-	-	-
Unspecified		-	-						-	-	-	-
Computer Equipment		50	50	-	-	-	-	-	-	50	50	50
Computer Equipment		50	50						-	50	50	50
Furniture and Office Equipment		2 375	2 724	-	-	-	-	(350)	(350)	2 374	2 112	1 752
Furniture and Office Equipment		2 375	2 724					(350)	(350)	2 374	2 112	1 752
Machinery and Equipment		21 480	24 746	-	-	-	-	(186)	(186)	24 560	4 355	4 550
Machinery and Equipment		21 480	24 746					(186)	(186)	24 560	4 355	4 550
Transport Assets		17 230	22 917	-	-	-	-	(314)	(314)	22 603	10 400	11 400
Transport Assets		17 230	22 917					(314)	(314)	22 603	10 400	11 400
Land		77 650	113 010	-	-	-	-	-	-	113 010	160	170

Description	Ref	Budget Year 2019/20									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted 7	Accum. Funds 8	Multi-year capital 9	Unfore. Unavoid. 10	Nat. or Prov. Govt 11	Other Adjusts. 12	Total Adjusts. 13	Adjusted Budget 14	Adjusted Budget	Adjusted Budget
Land		77 650	113 010						-	113 010	160	170
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-							-	-	-	-
Total Capital Expenditure on new assets to be adjusted	1	339 862	401 481	-	-	-	-	(20 440)	(20 440)	381 042	222 058	194 063

Description	Ref	Budget Year 2019/20									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
			7	8	9	10	11	12	13	14		
<i>Theatres</i>		-	-								-	-
<i>Libraries</i>		-	-								-	-
<i>Cemeteries/Crematoria</i>		-	-								-	-
<i>Police</i>		-	-								-	-
<i>Parks</i>		-	-								-	-
<i>Public Open Space</i>		-	-								-	-
<i>Nature Reserves</i>		-	-								-	-
<i>Public Ablution Facilities</i>		-	-								-	-
<i>Markets</i>		-	-								-	-
<i>Stalls</i>		-	-								-	-
<i>Abattoirs</i>		-	-								-	-
<i>Airports</i>		-	-								-	-
<i>Taxi Ranks/Bus Terminals</i>		-	-								-	-
<i>Capital Spares</i>		-	-								-	-
Sport and Recreation Facilities		-	-	-	-	-	-	-	-	-	-	-
<i>Indoor Facilities</i>		-	-								-	-
<i>Outdoor Facilities</i>		-	-								-	-
<i>Capital Spares</i>		-	-								-	-
Heritage assets		-	-	-	-	-	-	-	-	-	-	-
<i>Monuments</i>		-	-								-	-
<i>Historic Buildings</i>		-	-								-	-
<i>Works of Art</i>		-	-								-	-
<i>Conservation Areas</i>		-	-								-	-
<i>Other Heritage</i>		-	-								-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
<i>Revenue Generating</i>		-	-								-	-
<i>Improved Property</i>		-	-								-	-
<i>Unimproved Property</i>		-	-								-	-
<i>Non-revenue Generating</i>		-	-	-	-	-	-	-	-	-	-	-
<i>Improved Property</i>		-	-								-	-
<i>Unimproved Property</i>		-	-								-	-
Other assets		100	100	-	-	-	-	-	-	100	100	-
<i>Operational Buildings</i>		100	100	-	-	-	-	-	-	100	100	-
<i>Municipal Offices</i>		100	100							100	100	-
<i>Pay/Enquiry Points</i>		-	-							-	-	-
<i>Building Plan Offices</i>		-	-							-	-	-
<i>Workshops</i>		-	-							-	-	-
<i>Yards</i>		-	-							-	-	-
<i>Stores</i>		-	-							-	-	-
<i>Laboratories</i>		-	-							-	-	-
<i>Training Centres</i>		-	-							-	-	-
<i>Manufacturing Plant</i>		-	-							-	-	-
<i>Depots</i>		-	-							-	-	-
<i>Capital Spares</i>		-	-							-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-
<i>Staff Housing</i>		-	-							-	-	-
<i>Social Housing</i>		-	-							-	-	-
<i>Capital Spares</i>		-	-							-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
<i>Biological or Cultivated Assets</i>		-	-							-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
<i>Servitudes</i>		-	-							-	-	-
<i>Licences and Rights</i>		-	-							-	-	-
<i>Water Rights</i>		-	-							-	-	-
<i>Effluent Licenses</i>		-	-							-	-	-
<i>Solid Waste Licenses</i>		-	-							-	-	-
<i>Computer Software and Applications</i>		-	-							-	-	-
<i>Load Settlement Software Applications</i>		-	-							-	-	-
<i>Unspecified</i>		-	-							-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
<i>Computer Equipment</i>		-	-							-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
<i>Furniture and Office Equipment</i>		-	-							-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-	-	-
<i>Machinery and Equipment</i>		-	-							-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-	-	400
<i>Transport Assets</i>		-	-							-	-	400
Land		-	-	-	-	-	-	-	-	-	-	-
<i>Land</i>		-	-							-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
<i>Zoo's, Marine and Non-biological Animals</i>		-	-							-	-	-
Total Capital Expenditure on renewal of existing assets to be adjusted	1	34 316	30 107	-	-	-	-	(3 000)	(3 000)	27 107	33 520	48 900

Description	Ref	Budget Year 2019/20									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted 7	Accum. Funds 8	Multi-year capital 9	Unfore. Unavoid. 10	Nat. or Prov. Govt 11	Other Adjus. 12	Total Adjus. 13	Adjusted Budget 14	Adjusted Budget	Adjusted Budget
Museums		-	-						-	-	-	-
Galleries		-	-						-	-	-	-
Theatres		-	-						-	-	-	-
Libraries		39	39						-	39	41	44
Cemeteries/Crematoria		-	-						-	-	-	-
Police		-	-						-	-	-	-
Purvs		-	-						-	-	-	-
Public Open Space		-	-						-	-	-	-
Nature Reserves		-	-						-	-	-	-
Public Ablution Facilities		-	-						-	-	-	-
Markets		-	-						-	-	-	-
Stalls		-	-						-	-	-	-
Abattoirs		-	-						-	-	-	-
Airports		-	-						-	-	-	-
Taxi Ranks/Bus Terminals		-	-						-	-	-	-
Capital Spares		25 818	25 818						-	25 818	27 806	28 945
Sport and Recreation Facilities		-	-	-	-	-	-	-	-	-	-	-
Indoor Facilities		-	-						-	-	-	-
Outdoor Facilities		-	-						-	-	-	-
Capital Spares		-	-						-	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-	-	-
Monuments		-	-						-	-	-	-
Historic Buildings		-	-						-	-	-	-
Works of Art		-	-						-	-	-	-
Conservation Areas		-	-						-	-	-	-
Other Heritage		-	-						-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-						-	-	-	-
Unimproved Property		-	-						-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-						-	-	-	-
Unimproved Property		-	-						-	-	-	-
Other assets		587	587	-	-	-	-	-	-	587	622	659
Operational Buildings		587	587	-	-	-	-	-	-	587	622	659
Municipal Offices		587	587						-	587	622	659
Pay/Enquiry Points		-	-						-	-	-	-
Building Plan Offices		-	-						-	-	-	-
Workshops		-	-						-	-	-	-
Yards		-	-						-	-	-	-
Stores		-	-						-	-	-	-
Laboratories		-	-						-	-	-	-
Training Centres		-	-						-	-	-	-
Manufacturing Plant		-	-						-	-	-	-
Depots		-	-						-	-	-	-
Capital Spares		-	-						-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-
Staff Housing		-	-						-	-	-	-
Social Housing		-	-						-	-	-	-
Capital Spares		-	-						-	-	-	-
Biological or Cultivated Assets		42	42	-	-	-	-	-	-	42	45	48
Biological or Cultivated Assets		42	42						-	42	45	48
Intangible Assets		503	503	-	-	-	-	-	-	503	533	565
Servitudes		-	-						-	-	-	-
Licences and Rights		503	503	-	-	-	-	-	-	503	533	565
Water Rights		-	-						-	-	-	-
Effluent Licenses		-	-						-	-	-	-
Solid Waste Licenses		-	-						-	-	-	-
Computer Software and Applications		503	503						-	503	533	565
Load Settlement Software Applications		-	-						-	-	-	-
Unspecified		-	-						-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-						-	-	-	-
Furniture and Office Equipment		17 268	17 268	-	-	-	-	-	-	17 268	18 346	19 487
Furniture and Office Equipment		17 268	17 268						-	17 268	18 346	19 487
Machinery and Equipment		-	-	-	-	-	-	-	-	-	11 333	11 987
Machinery and Equipment		-	-						-	-	11 333	11 987
Transport Assets		10 671	10 671	-	-	-	-	-	-	10 671	-	-
Transport Assets		10 671	10 671						-	10 671	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Land		-	-						-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-						-	-	-	-
Total Repairs and Maintenance Expenditure to be adjusted	1	91 240	91 240	-	-	-	-	-	-	91 240	97 216	102 533

Description	Ref	Budget Year 2019/20										Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	
		7	8	9	10	11	12	13	14	2020/21	2021/22		
Theatres		-	-							-	-	-	
Libraries		228	228							-	228	237	247
Cemeteries/Crematoria		540	540							-	540	562	584
Police		1 686	1 686							-	1 686	1 754	1 824
Purls		-	-							-	-	-	-
Public Open Space		1 645	1 645							-	1 645	1 711	1 780
Nature Reserves		187	187							-	187	195	202
Public Ablution Facilities		757	757							-	757	788	819
Markets		-	-							-	-	-	-
Stalls		-	-							-	-	-	-
Abattoirs		-	-							-	-	-	-
Airports		-	-							-	-	-	-
Taxi Ranks/Bus Terminals		-	-							-	-	-	-
Capital Spares		1 947	1 947							-	1 947	2 024	2 105
Sport and Recreation Facilities		3 063	3 063	-	-	-	-	-	-	-	3 063	3 185	3 312
Indoor Facilities		-	-							-	-	-	-
Outdoor Facilities		3 063	3 063							-	3 063	3 185	3 312
Capital Spares		-	-							-	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-	-	-	-
Monuments		-	-							-	-	-	-
Historic Buildings		-	-							-	-	-	-
Works of Art		-	-							-	-	-	-
Conservation Areas		-	-							-	-	-	-
Other Heritage		-	-							-	-	-	-
Investment properties		452	452	-	-	-	-	-	-	-	452	470	489
Revenue Generating		452	452	-	-	-	-	-	-	-	452	470	489
Improved Property		452	452							-	452	470	489
Unimproved Property		-	-							-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-							-	-	-	-
Unimproved Property		-	-							-	-	-	-
Other assets		6 396	6 396	-	-	-	-	-	-	-	6 396	6 652	6 918
Operational Buildings		3 281	3 281	-	-	-	-	-	-	-	3 281	3 412	3 548
Municipal Offices		3 239	3 239							-	3 239	3 368	3 503
Pay/Enquiry Points		-	-							-	-	-	-
Building Plan Offices		-	-							-	-	-	-
Workshops		42	42							-	42	43	45
Yards		-	-							-	-	-	-
Stores		-	-							-	-	-	-
Laboratories		-	-							-	-	-	-
Training Centres		-	-							-	-	-	-
Manufacturing Plant		-	-							-	-	-	-
Depots		-	-							-	-	-	-
Capital Spares		-	-							-	-	-	-
Housing		3 116	3 116	-	-	-	-	-	-	-	3 116	3 240	3 370
Staff Housing		-	-							-	-	-	-
Social Housing		-	-							-	-	-	-
Capital Spares		3 116	3 116							-	3 116	3 240	3 370
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-							-	-	-	-
Intangible Assets		2 383	2 383	-	-	-	-	-	-	-	2 383	2 478	2 577
Servitudes		-	-							-	-	-	-
Licences and Rights		2 383	2 383	-	-	-	-	-	-	-	2 383	2 478	2 577
Water Rights		20	20							-	20	20	21
Effluent Licenses		-	-							-	-	-	-
Solid Waste Licenses		-	-							-	-	-	-
Computer Software and Applications		2 363	2 363							-	2 363	2 458	2 556
Load Settlement Software Applications		-	-							-	-	-	-
Unspecified		-	-							-	-	-	-
Computer Equipment		5 589	5 589	-	-	-	-	-	-	-	5 589	5 813	6 045
Computer Equipment		5 589	5 589							-	5 589	5 813	6 045
Furniture and Office Equipment		3 017	3 017	-	-	-	-	-	-	-	3 017	3 138	3 263
Furniture and Office Equipment		3 017	3 017							-	3 017	3 138	3 263
Machinery and Equipment		4 844	4 844	-	-	-	-	-	-	-	4 844	5 037	5 239
Machinery and Equipment		4 844	4 844							-	4 844	5 037	5 239
Transport Assets		8 849	8 849	-	-	-	-	-	-	-	8 849	9 203	9 571
Transport Assets		8 849	8 849							-	8 849	9 203	9 571
Land		-	-	-	-	-	-	-	-	-	-	-	-
Land		-	-							-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-							-	-	-	-
Total Depreciation to be adjusted	1	197 184	197 184	-	-	-	-	-	-	-	197 184	205 072	213 274

Description	Ref	Budget Year 2019/20									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	Adjusted Budget
			7	8	9	10	11	12	13	14	2020/21	2021/22
<i>Theatres</i>		-	-						-	-	-	-
<i>Libraries</i>		1 000	2 357					(2 357)	(2 357)	0	250	-
<i>Cemeteries/Crematoria</i>		1 500	2 171					(1 000)	(1 000)	1 171	1 500	3 000
<i>Police</i>		500	500					(677)	(677)	(177)	-	-
<i>Purls</i>		-	-							-	-	-
<i>Public Open Space</i>		-	-							-	-	-
<i>Nature Reserves</i>		1 500	1 747							1 747	-	-
<i>Public Ablution Facilities</i>		500	539					(400)	(400)	139	500	-
<i>Markets</i>		-	-							-	-	-
<i>Stalls</i>		-	-							-	-	-
<i>Abattoirs</i>		-	-							-	-	-
<i>Airports</i>		-	-							-	-	-
<i>Taxi Ranks/Bus Terminals</i>		-	-							-	-	-
<i>Capital Spares</i>		800	(1 912)							(1 912)	2 000	100
Sport and Recreation Facilities		6 500	7 507					(573)	(573)	6 933	5 550	6 050
<i>Indoor Facilities</i>		-	-							-	-	-
<i>Outdoor Facilities</i>		6 500	7 507					(573)	(573)	6 933	5 550	6 050
<i>Capital Spares</i>		-	-							-	-	-
Heritage assets		500	500							500	500	200
<i>Monuments</i>		-	-							-	-	-
<i>Historic Buildings</i>		500	500							500	500	200
<i>Works of Art</i>		-	-							-	-	-
<i>Conservation Areas</i>		-	-							-	-	-
<i>Other Heritage</i>		-	-							-	-	-
Investment properties		10 900	8 235					(1 500)	(1 500)	6 735	9 250	13 000
<i>Revenue Generating</i>		5 200	4 277							4 277	4 000	11 000
<i>Improved Property</i>		5 200	4 277							4 277	4 000	11 000
<i>Unimproved Property</i>		-	-							-	-	-
<i>Non-revenue Generating</i>		5 700	3 957					(1 500)	(1 500)	2 457	5 250	2 000
<i>Improved Property</i>		5 700	3 957					(1 500)	(1 500)	2 457	5 250	2 000
<i>Unimproved Property</i>		-	-							-	-	-
Other assets		11 200	6 211					(1 500)	(1 500)	4 711	250	250
<i>Operational Buildings</i>		5 700	6 771							6 771	250	250
<i>Municipal Offices</i>		500	500							500	-	-
<i>Pay/Enquiry Points</i>		-	-							-	-	-
<i>Building Plan Offices</i>		-	-							-	-	-
<i>Workshops</i>		-	-							-	-	-
<i>Yards</i>		200	200							200	250	250
<i>Stores</i>		-	-							-	-	-
<i>Laboratories</i>		-	-							-	-	-
<i>Training Centres</i>		-	-							-	-	-
<i>Manufacturing Plant</i>		-	-							-	-	-
<i>Depots</i>		5 000	6 071							6 071	-	-
<i>Capital Spares</i>		-	-							-	-	-
<i>Housing</i>		5 500	(560)					(1 500)	(1 500)	(2 060)	-	-
<i>Staff Housing</i>		-	-							-	-	-
<i>Social Housing</i>		5 500	(560)					(1 500)	(1 500)	(2 060)	-	-
<i>Capital Spares</i>		-	-							-	-	-
Biological or Cultivated Assets												250
<i>Biological or Cultivated Assets</i>		-	-							-	-	250
Intangible Assets		200	200					(363)	(363)	(163)	300	150
<i>Servitudes</i>		-	-							-	-	-
<i>Licences and Rights</i>		200	200					(363)	(363)	(163)	300	150
<i>Water Rights</i>		-	-							-	-	-
<i>Effluent Licenses</i>		-	-							-	-	-
<i>Solid Waste Licenses</i>		-	-							-	-	-
<i>Computer Software and Applications</i>		200	200					(363)	(363)	(163)	300	-
<i>Load Settlement Software Applications</i>		-	-							-	-	-
<i>Unspecified</i>		-	-							-	-	150
Computer Equipment		5 100	9 319							9 319	4 600	4 600
<i>Computer Equipment</i>		5 100	9 319							9 319	4 600	4 600
Furniture and Office Equipment		200	200							200	200	500
<i>Furniture and Office Equipment</i>		200	200							200	200	500
Machinery and Equipment		100	100							100	100	150
<i>Machinery and Equipment</i>		100	100							100	100	150
Transport Assets												
<i>Transport Assets</i>		-	-							-	-	-
Land												
<i>Land</i>		-	-							-	-	-
Zoo's, Marine and Non-biological Animals												
<i>Zoo's, Marine and Non-biological Animals</i>		-	-							-	-	-
Total Capital Expenditure on upgrading of existing assets to be adjusted	1	184 100	180 911					(11 154)	(11 154)	169 757	159 034	195 100

WC024 Stellenbosch - Supporting Table SB19 List of capital programmes and projects affected by Adjustments Budget - June 2020

Function	Project Description	Project Number	Medium Term Revenue and Expenditure Framework					
			Budget Year 2019/20		Budget Year +1 2020/21		Budget Year +2 2021/22	
			Original Budget	Adjusted Budget	Original Budget	Adjusted Budget	Original Budget	Adjusted Budget
R thousands								
Parent municipality:								
<i>List all capital projects grouped by Function</i>								
Town Planning, Building Regulations and Enforcemen	Informal Traders	20190829043077	601	201				
Corporate Wide Strategic Planning (IDPs, LEDs)	Economic Development and Tourism							
Corporate Wide Strategic Planning (IDPs, LEDs)	Establishment of Informal Trading Markets	20190829043068	660	404				
Corporate Wide Strategic Planning (IDPs, LEDs)	Establishment of informal trading markets Cloetesville	20190829043074	1 068	650				
Housing	IHS: Housing Development							
Housing	Langrug Dam	20200211084429	1 500	500				
Housing	Northern Extension: Feasibility	20200211084408	600	200				
Town Planning, Building Regulations and Enforcemen	Spatial Planning: Planning and Development							
Town Planning, Building Regulations and Enforcemen	Furniture, Tools and Equipment	20190703005437	255	55				
	INFRASTRUCTURE SERVICES							
Electricity	Executive Support: Engineering Services: General							
Electricity	Furniture, Tools & Equipment	20190703005035	110	79				
Electricity	Update of Engineering Infrastructure GIS Data	20190703005791	363	-				
Electricity	Implementation of Ward Priorities	20180716042107	490	63				
Electricity	Electrical Services							
Electricity	DSM Geyser Control	20190703005119	500	386				
Electricity	Network Cable Replacement 11 KV	20190703005113	3 000	2 000				
Electricity	Infrastructure Improvement - Franschoek	20190703005104	1 506	1 500				
Electricity	Stand-by Generator	20200228050209	10 355	9 355				
Electricity	Specialized Vehicles	20190829043014	2 283	2 000				
Project Management Unit	Infrastructure Plan, Dev and Implement							
Project Management Unit	Access to Basic Services	20190703005209	500	200				
Project Management Unit	Basic Services Improvements: Langrug	20190703005599	757	822				
Project Management Unit	Housing Projects	20190703005284	250	189				
Project Management Unit	Jamestown: Mountainview Installation of water and sewer services	20190703005203	100	-				
Project Management Unit	Smartie town, Cloetesville	20190703005014	3 940	2 440				
Project Management Unit	Upgrading of The Steps/Orlean Lounge	20190703005509	4 000	2 500				

Function	Project Description	Project Number	Medium Term Revenue and Expenditure Framework						
			Budget Year 2019/20		Budget Year +1 2020/21		Budget Year +2 2021/22		
			Original Budget	Adjusted Budget	Original Budget	Adjusted Budget	Original Budget	Adjusted Budget	
R thousands									
Solid Waste Removal	Waste Management: Solid Waste Management								
Solid Waste Removal	Transfer Station: Stellenbosch	20190703005362	444	116					
Solid Waste Removal	Stellenbosch Material Recovery Facility	20190703005344	17 224	16 224					
Solid Waste Removal	Waste to Energy - Planning	20190703005371	500	300					
Water Distribution	Water and Wastewater Services: Water								
Water Distribution	Bulk water supply Klappmuts	20190703005182	10 000	7 420					
Water Distribution	Reservoirs and Dam Safety	20190703005221	4 784	3 500					
Water Distribution	New Reservoir: Polkadraai	20190830010908	17 000	7 000					
Sewerage	Water and Wastewater Services: Sanitation								
Sewerage	New Development Bulk Sewer Supply WC024	20190703005320	1 100	1 500					
Sewerage	Sewerpipe Replacement	20190703005302	2 786	786					
Sewerage	Update Sewer Masterplan and IMQS	20190703005275	1 500	500					
Roads	Roads and Stormwater								
Roads	Upgrade Gravel Roads - Lamotte & Franshoek	20190829043053	6 882	7 070					
Property Managent	Properties and Municipal Building Maintenance								
Property Managent	Upgrading of Community Facilities: Jonkershoek	20190703005716	200	-					
Property Managent	Structural Improvements General	20190703005716	1 892	1 472					
Library and Archives									
	COMMUNITY AND PROTECTION SERVICES								
Parks	Parks and Cemeteries								
Parks	Integrated Parks	20190703005050	4 582	4 100					
Parks	Extension of Cemetry Infrastructure	20190703005692	2 171	1 171					
Parks	Upgrading of Parks	20190703005737	2 350	1 850					
Parks	Furniture, Tools and Equipment	20190703005467	265	115					
Parks	Spray/Water Parks	20 190 703 005 041	350	-					
Library and Archives	Community Services: Library Services								
Library and Archives	Plein Street: Furniture, Tools and Equipment	20190703005446	60	24					
Library and Archives	Upgrading: Cloetesville Library	20190703005233	2 357	-					
Library and Archives	Libraries: CCTV	20190703005377	400	200					

Function	Project Description	Project Number	Medium Term Revenue and Expenditure Framework						
			Budget Year 2019/20		Budget Year +1 2020/21		Budget Year +2 2021/22		
			Original Budget	Adjusted Budget	Original Budget	Adjusted Budget	Original Budget	Adjusted Budget	
R thousands									
Nature Conservation	Environmental Management: Nature Conservation								
Nature Conservation	Papegaaiberg Nature Reserve	20190703005665	2 039	1 639					
Nature Conservation	Upgrading of Jonkershoek Picnic Site	20190703005746	677	-					
Sports Grounds and Stadiums	Recreation, Sports Grounds & Halls								
Sports Grounds and Stadiums	Fencing: Sport Grounds (WC024)	20190703005431	1 000	500					
Sports Grounds and Stadiums	Recreational Equipment Sport	20190703005413	80	50					
Sports Grounds and Stadiums	Sport: Community Services Special Equipment	20190703005419	320	200					
Sports Grounds and Stadiums	Upgrade of Sport Facilities	20190829043062	673	600					



8. Municipal Manager's quality certification

The quality certificate signed by the Accounting Officer is attached on Appendix 3.

QUALITY CERTIFICATE

I, Geraldine Mettler, municipal manager of Stellenbosch Municipality, hereby certify that the adjustments budget and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act, and that the adjustments budget and supporting documentation are consistent with the Integrated Development Plan of the Municipality.

Name: Geraldine Mettler

Municipal Manager of Stellenbosch Municipality

A handwritten signature in black ink, appearing to read 'G. Mettler', is written over a horizontal line.

Signature

Date: 08 June 2020

9.	REPORT BY THE MUNICIPAL MANAGER ON OUTSTANDING RESOLUTIONS
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***NONE** (will be submitted at the next ordinary Council meeting).*

10.	ITEMS FOR NOTING
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10.1	REPORT/S BY THE EXECUTIVE MAYOR
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10.1.1	REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 9 MARCH 2020
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

12 June 2020

1. SUBJECT: REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 9 MARCH 2020

2. PURPOSE

To inform Council of the matters under discussion at the Mayor – Rector Forum meeting held on 9 March 2020.

3. DELEGATED AUTHORITY

FOR INFORMATION

4. EXECUTIVE SUMMARY

The Executive Mayor has since her election reported to the Council on discussions that take place at the regular meetings of the Mayor – Rector Forum. The meeting was held on 9 March 2020. The minutes are attached as **ANNEXURE A**.

5. RECOMMENDATION

that Council takes note of the report from the Executive Mayor.

6. DISCUSSION / CONTENTS

6.1 Background

The forum was established to collaborate and share information and research on main areas of agreement regarding the challenges facing Stellenbosch and the possible solutions.

6.2 Discussion

The Executive Mayor has since her election reported to the Council on discussions that takes place at the regular meetings of the Mayor – Rector Forum. The minutes is attached as **ANNEXURE A**.

The following concerns were discussed: 9 March 2020

- Standing items
 - o Feedback: Mobility Subcommittee
 - o Feedback: Safety and Planning Subcommittee
 - o Feedback: Infrastructure Development Subcommittee
 - o Water Management

- New matters
 - o Ranyaka Entrepreneurial Development Hub (7 Victoria Street)
 - o Stellenbosch Network
 - o Feedback: Give Responsibly Campaign
 - o Visit Stellenbosch
 - o Coronavirus contingency committee and measures / collaboration

6.3 Financial Implications

Recommendations flowing from the discussions is dealt with in terms of the approved budget.

6.4 Legal Implications

Any recommendations flowing from the discussions are dealt with through items or normal administrative actions within the policies of Council.

6.5 Staff Implications

This report has no additional staff implications to the Municipality.

6.6 Previous / Relevant Council Resolutions:

27 November 2019.

6.7 Risk Implications

No additional risk implications.

6.8 Comments from Senior Management:

The report was not circulated for comment. The Executive Mayor discusses relevant issues with the Municipal Manager who takes up actions with the Directors directly.

ANNEXURES**Annexure A: - Minutes of the Mayor/Rector meeting, 9 March 2020.****FOR FURTHER DETAILS CONTACT:**

NAME	DONOVAN MULLER
POSITION	MANAGER: COUNCIL SUPPORT
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	Donovan.Muller@stellenbosch.gov.za
REPORT DATE	15 April 2020

ITEM 10.1.1

Annexure A

Minutes of the Rector / Executive Mayor's Forum

Date: Monday 9 March 2020
Time: 11:00 – 13:00
Venue: Stellenbosch Municipality
Chair: Adv Gesie van Deventer

Attendees:

Stellenbosch Municipality (SM)	
Adv Gesie van Deventer (GvD)	Executive Mayor
Mr Deon Louw (DL)	Director: Engineering Services
Mr Charl Kitching (CK)	Deputy Director: Security Services
Mr Gary Boshoff (GB)	Director: Community & Protection Services
Stellenbosch University (SU)	
Prof Wim de Villiers (WdV)	Rector and Vice-Chancellor
Prof Nico Koopman (NK)	Vice-Rector: Social Impact, Transformation & Personnel
Prof Eugene Cloete (EC)	Vice-Rector: Research, Innovation & Post Graduate Studies
Ms Nicolette van den Eijkel (NvdE)	Chief Director: Facilities Management
Dr Leslie van Rooi (LBvR)	Senior Director: Social Impact & Transformation
Mr Desmond Thompson (DT)	Communication Specialist

Apologies:

Stellenbosch Municipality (SM)	
Mr Donovan Muller (DM)	Office Manager: Executive Mayor
Ms Geraldine Mettler (GM)	Municipal Manager
Mr Tabiso Mfeya (TM)	Director: Human Settlements & Property Management
Stellenbosch University (SU)	
Prof Stan du Plessis (SdP)	Chief Operating Officer

Secretariat: SU

Item	Discussion	Responsible person
1.	Opening & welcome	
	WdV welcomed all members to the first meeting of 2020. GvD rendered an apology for late arrival and joined the meeting at 12:00.	WdV
2.	Finalisation of agenda	
	Gvd added a new item, 6.6: Vandalism, to the agenda.	WdV
3.	Approval of minutes	
	The minutes of the previous meeting of 27 September 2019 were approved.	WdV
4.	Matters from previous meeting	
4.1	Future upgrade of the Braak Proposals have been received. SM will provide more feedback at the next meeting.	
5.	Standing Matters	
5.1	Feedback by Mobility Subcommittee DL informed the committee that the parking at Eikestad Mall and Technopark will be increased. To encourage more walking and less driving, non-motorised transport is still considered. The first phase of this process, in collaboration with SU, will be implemented in Victoria Street. The idea is to create two sections in the road – one for bicycles and one for pedestrians. Further to this point, NvdE added that sidewalks are a concern (specifically in Victoria Street) for disabled people. Discussions are taking place where these sidewalks can also be made disability friendly. DL mentioned that requests were received to allow ebikes or scooters in Stellenbosch. If SM wants to enforce this, a bylaw needs to be created for this proposal. WdV raised the question on the construction taking place near Cloetesville on the R310 road. DL responded that a sewage pipeline is being installed. DL noted that permission was given to install a traffic light at Alexander Street and Adam Tas Street. The construction will start this week. EC mentioned about the congested traffic flow at the mini circle at Paul Roos coming from Dorp Street, the Noordwal-Wes Road and Suidwal Street. DL responded that SM needs to look at alternative ways to ease the traffic flow as the mini circle is not working.	DL
5.2	Feedback by Monitoring & Advisory Committee on Crime (MACC) NvdE shared a few highlights that were discussed at the MACC: Proper drop & go spaces for Ubers should be constructed in Stellenbosch. DL mentioned that Ubers are only allowed to drop people in Stellenbosch and not collect. SM is in the process of obtaining a permit or licence for Ubers to operate in Stellenbosch. A meeting will be arranged to discuss these challenges which also creates tension between Stellenbosch Taxi owners and drivers.	NvdE

Item	Discussion	Responsible person
	<p>Management and organisation of big events. One of the suggestions is to train people by one of the Security Service providers as ushers or events point persons.</p> <p>Vensters as part of the welcoming week at SU, went very well.</p> <p>At SU's Societies Fair, South African Police Services (SAPS) and SM was present which gave students the opportunity to engage with them.</p> <p>In January 2020, alcohol was banned in student residences at SU. Pieter Kloppers, Director: Centre for Student Communities at SU gave MACC members a brief explanation on why this decision was made.</p> <p>Homelessness remains a concern for the members of MACC.</p> <p>Brigadier Sandile Sonjani, Stellenbosch Police Station's newly appointed station commander also joined the MACC meeting. He gave some very good positive feedback on the meeting.</p>	
5.3	<p>Feedback by Infrastructure Development Subcommittee</p> <p>DL briefed the committee that at the last Infrastructure Development meeting it was decided to have 2 semester meetings. A subgroup will report to the Infrastructure Development Committee, which will then give feedback to the Rector / Executive Mayor Forum.</p> <p>The evaporation of water at the Ida's Valley dam are still being monitored and measured.</p>	DL
5.4	<p>Water Management</p> <p>Residents still obey and comply with water restrictions as implemented by SM to save or reduce their consumption on water as mentioned by DL. A concern is that dam levels are still not correct or on the level it should be.</p> <p>Ida's Valley purification plant will be replaced in the next 2 years.</p>	DL
6.	New matters	
6.1	<p>Ranyaka Entrepreneurial Development Hub (7 Victoria Street)</p> <p>Marli Goussard, Enterprise Development Manager and the chair of Stellenbosch Civil Advocacy Network (SCAN) joined the meeting and did a presentation on the Ranyaka Entrepreneurial Development Hub (the Hub).</p> <p>The Hub is going to be established at 7 Victoria street, where the old Victoria Street clinic were. Ranyaka works closely with SU, InnovUS and also have a link with the purchasing department at SU. The idea of the hub is to create and have a space where small business entrepreneurs, who come from marginalised communities, can be supported and can engage with mentors.</p> <p>Some of the points on the presentation were:</p> <ul style="list-style-type: none"> • The space is going to be used as a connection space for local small B-BBEE business owners (majority black-owned). • The Hub will offer hot desking, office space, meeting and training rooms, business mentoring, internet connectivity and office equipment. • A concept layout or floorplan was displayed. • Current funders are BUCO, Nedbank, Entersekt – conversations with the broader Stellenbosch Network continue. 	LBvR & Marli Goussard

Item	Discussion	Responsible person
	<p>Marli Goussard appealed to members and corporates for sponsorships and financial donations. GvD thanked Marli Goussard for the work done.</p>	
6.2	<p>Stellenbosch Network Hanli Brink, Operations Manager at Stellenbosch Network joined the meeting to do a presentation.</p> <p>Some of the points on the presentation were:</p> <ul style="list-style-type: none"> • Stellenbosch Network were officially launched in November 2019 in collaboration with InnovUS. • The Stellenbosch Network is a cross sector and inter-disciplinary membership organisation that brings people together – from industry, government, society and academia. • Some of the founding members are SU, SM, Nedbank and Remgro. • The examples of events that they are planning are business breakfast meetings and business lecture series. • They also offer entrepreneurship mentoring programmes. <p>EC mentioned that this network fits within the framework of the School for Data Science and Computational Thinking at SU. EC can connect Hanli Brink with the correct people.</p>	LBvR & Hanli Brink
6.3	<p>Feedback: Give responsibly Campaign Michelle Aalbers, Manager: Community Development from SM joined the meeting and did a presentation.</p> <p>Some of the points on the presentation were:</p> <ul style="list-style-type: none"> • The recent activities as part of the Give Responsibly campaign is awareness talks at SU Residences and pamphlets are being distributed at the Toyota SU Woodfees. • The next drive of awareness is the app on a cell phone. • R95 860 cash were removed from the street, 4176 individuals were assisted with actual services. • Facility Management at SU is funding five videos as awareness on the campaign. It will be ready in the beginning of April 2020. 	LBvR & Michelle Aalbers
6.4	<p>Visit Stellenbosch Jeanneret Momberg, CEO of Visit Stellenbosch joined the meeting and did a presentation on the work done at Visit Stellenbosch. Visit Stellenbosch is the official tourism organisation of Stellenbosch.</p> <p>Some of the presentation points were:</p> <ul style="list-style-type: none"> • The main focus of Visit Stellenbosch is to inspire the visitor to stay longer, do more so they can return. • Different sectors are restaurants, Stellenbosch Wine Route, NPO's, and Accommodation. • Main partners are SU through InnovUS. SM are represented by Geraldine Mettler and LBvR represent SU. The main funder is SM and they also get funds from the Cape Winelands District Municipality. • The Website of Visit Stellenbosch is currently in progress. 	LBvR & Jeanneret Momberg
6.5	<p>Coronavirus contingency committee and measures/collaboration SU is monitoring the developments surrounding the coronavirus outbreak (COVID-19) as stated by EC.</p>	EC

Item	Discussion	Responsible person
	<p>A contingency committee has been constituted at SU consisting of various experts including staff from the Infectious Diseases (CID) and Division of Medical Virology at the SU Faculty of Medicine and Health Sciences, the South African Centre for Epidemiological Modelling and Analysis (SACEMA), the SU Campus Health Service and others. The committee meets every 2 weeks.</p> <p>A temporary ban has been placed on SU staff and students travelling to China, South Korea, Italy, Iran and Australia. In April 2020 the situation will be reviewed. A protocol has been put in place to limit the risk of international students, staff and visitors that come to Stellenbosch University.</p> <p>SU will continue to monitor the situation closely and updates will be communicated. SU has started with an awareness campaign by designing a foot note on email signatures with a link to get updates.</p> <p>GvD requested that a representative of SM must join this contingency committee. CK shared that the Disaster Management division of SM liaise daily with the District Disaster Management and the Department of Health for regular updates.</p> <p>SM distributed pamphlets in three different languages electronically within the municipality. CK also added that SM regularly meet with Viljoen van der Walt, Director: Risk and protection services at SU. This helps SM to be updated on the developments on SU level. The Disaster Management of SM are working closely with SU on this matter.</p> <p>The forum request that SU's Corporate Communication Division draft a media statement to indicate what SU and SM is currently doing.</p>	
6.6	<p>Vandalism GvD expressed her concern regarding vandalism on certain items in Stellenbosch and requested camera footage on these acts.</p>	GvD
7.	Next Meeting	
	<p>The meeting adjourned at 13:00. The next meeting will take place on Friday 22 May 2020, 14:00 – 16:00 at SU.</p>	

10.1.2	REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: JANUARY 2020 TO MARCH 2020
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

12 June 2020

1. SUBJECT: REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: JANUARY 2020 TO MARCH 2020

2. PURPOSE

To inform Council of the decisions taken by the Executive Mayor from January 2020 to March 2020 (see **APPENDIX 1**).

3. DELEGATED AUTHORITY

As per the delegations from Council and powers vested in the Executive Mayor by legislation.

For Notification

4. EXECUTIVE SUMMARY

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.”

5. RECOMMENDATION

that Council takes note of the decisions by the Executive Mayor.

6. DISCUSSION / CONTENTS

6.1 and 6.2

Background and discussion.

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.”

Council approved delegations to the Executive Mayor and legislation also contains powers that are vested in the Executive Mayor on which reports are made for notification.

6.3 Financial Implications

Dealt with in terms of the approved budget.

6.4 Legal Implications

The decisions are in line with approved delegations or powers vesting in the Executive Mayor.

6.5 Staff Implications

This report has no additional staff implications to the Municipality.

6.6 Previous / Relevant Council Resolutions:

Quarterly report

6.7 Risk Implications

Risk implications are mitigated when decisions taken are in line with approved powers and functions.

6.8 Comments from Senior Management:

The report was not circulated for comment. The Executive Mayor discusses relevant issues with the Municipal Manager who takes up actions with the Directors directly.

ANNEXURE

Appendix 1: - Decisions taken by the Executive Mayor in the period January to March 2020.

FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	MANAGER: COUNCIL SUPPORT
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	Donovan.Muller@stellenbosch.gov.za
REPORT DATE	13 May 2020

ITEM 10.1.2

Appendix 1

DELEGATIONS EXERCISED FOR PERIOD [JANUARY – MARCH 2020]

EXECUTIVE MAYOR

Delegation	Category	Report Subject and Recommendations	Date Received	Date Resolved	Resolution and Comments (if any)
110	FINANCE	S 71 monthly budget monitoring report for December 2019	15/01/2019	15/01/2019	Approved
110	FINANCE	S 71 monthly budget monitoring report for January 2020	14/02/2020	14/02/2020	Approved
110	FINANCE	S71 monthly budget monitoring report for February 2020	13/03/2020	13/03/2020	Approved
110	FINANCE	S 52 Quarterly budget monitoring report 2nd quarter 2019-20	24/01/2020	24/01/2020	Approved

10.1.3	DECISIONS OF THE EXECUTIVE MAYOR UNDER COVID DELEGATION
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(This Item will be distributed under separate cover in due course).

AGENDA

SPECIAL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2020-06-12

10.2	REPORT/S BY THE SPEAKER
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NONE

10.3	REPORT/S BY THE MUNICIPAL MANAGER
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NONE

11.	ITEMS FOR CONSIDERATION FROM THE EXECUTIVE MAYOR OR MAYORAL COMMITTEE: [ALD. G VAN DEVENTER (MS)]
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NONE

12.	CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER
12.1	MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): [CLLR WF PIETERSEN]
12.1.1	CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY WASTE-MART (PTY) LTD

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

12 June 2020

1. SUBJECT: CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY WASTE-MART (PTY) LTD

2. PURPOSE OF REPORT

To provide information regarding the expenditure incurred for investigation by MPAC and to be recommended to and consideration by Council to ratify the expenditure in terms of the MFMA Section 32 (2). The expenditure with regards to the procurement of services to hire of refuse compactors which is regarded as irregular because it breached the procurement process.

3. DELEGATED AUTHORITY

Council to ratify the expenditure as the specific nature of the breach is a minor breach of the procurement process, not impacting in any significant way on the essential fairness, equity, transparency, competitiveness or cost effectiveness, for the payment of Waste-Mart (Pty) Ltd (DSM 06/19).

4. EXECUTIVE SUMMARY

Deviation (DSM 39/19) was awarded to Waste-Mart (Pty) Ltd on 28 February 2019 for the hire of refuse compactors, as and when required. The deviation approved a fixed amount for hiring of compactors at R 2 463 300 (Vat Incl.) calculated on R28 980 for rental per day over 85 days. The Department loaded a requisition in June 2019 for rental of trucks but was informed by the Supply Chain Management department that no further orders will be processed. This is because the deviation only allowed for a maximum of 85 rental days which had been reached. The former senior manager cancelled the requisition to keep in line with the approved 85 days of the deviation despite that the monetary value of R2 463 300 of deviation had not been reached. The deviation therefore had to be amended to increase the rental days.

Whilst the Department was finalizing the administrative process to increase the contract value and obtaining a new order number. The service needed to be rendered by the service provider because the refuse collection is an essential service in terms of the constitutional mandate.

5. RECOMMENDATION

FOR CONSIDERATION

6. DISCUSSION

The Waste Management Department requires an external service provider to hire refuse compactor, as and when required. Waste-Mart (Pty) Ltd was appointed on a deviation – D/SM 39/19 for the period 28 February 2019 – 30 June 2019. The deviation was approved on fixed amount for hiring of compactors at R2 463 300 (Vat Incl.) calculated on R28 980 rental per day x 85 days.

The 85 days was calculated using 3 x compactors per day from 27 February 2019 to 30 June 2019. The number of rental days increased due to the following:

- Unforeseen mechanical breakdowns of trucks requiring the Department to hire more than 3 x trucks a day, and
- The use of a skip truck over weekends to ensure informal settlements are kept clean, as Jackie Genadendal Bazaar was not tax compliant and Waste-Mart (Pty) Ltd was utilized to render this service.

The Department was informed by Supply Chain Management department that no further order on this deviation will be processed as the maximum of 85 days had been reached, despite the fact that the monetary value of the work did not exceed the amount of R2 463 300 (Vat Incl.). The former senior manager: waste manager then cancelled the requisition to keep in line with the approved 85 days of the deviation. Whilst the Department was finalizing the administrative process to increase the maximum days on the deviation and obtaining a new order number, the service needed to be rendered by the service provider. The intent was in good faith as it was not on purpose, and in the interest of continued service delivery.

While the process was admittedly flawed, it is agreed that there were no *male fide*, personal gain or loss for Council, and it is requested that consideration be given to certify the expenditure as irrecoverable and that it be written off.

As recommended in similar recent instances, the need is recognized for improvement and correct procedures in general, with the need for a training program for all level of managers undertaking financial transactions on behalf of Council to be trained or retrained. It is especially important for staff to be informed of correct procedures and the implications of latest financial circulars, changes to policy, etc. The administration is currently drafting the necessary SOP's in the corporate SOP project, which will also assist in removing the risk of a recurrence.

7. FINANCIAL IMPLICATIONS

Provision has been made from 20190703005940 in the 2019/20 budget for the amount of R 288 420 (VAT incl.).

8. LEGAL IMPLICATIONS

The recommendations in this report comply with Council's policies and all applicable legislation:

Supply Chain Management Policy, 4.36.1a (i)

Supply Chain Management Policy, 4.36.b

Supply Chain Regulation 36(1)

MFMA Section 32(2)

9. RISK IMPLICATIONS

All intent was in good faith, the breach can be attributed to the initial planning processes and the lack of capacity with regard to ensuring required financial compliances are adhered to.

10. CONCLUSION

It is acknowledged that there were minor breaches of the procurement processes. If the process was followed correctly however, the outcome and cost would have been identical. Council incurred no loss during this process and there was no intentional disregard of Council's procurement processes. It is therefore requested that the expenditure be written off because the services were rendered. As part of consequence management, the necessary disciplinary actions will be followed against the defaulting individuals

11. COMMENTS FROM THE MUNICIPAL MANAGER

Write-off is supported due to unforeseen circumstances as it relates to mechanical breakdown which necessitates an extension of days. Refuse removal is a core and essential function which directly affects the health of citizens and must be operational. Irregular expense was not as a result of poor planning as the original tender in place was cancelled due to non-compliance. Value for money was received and the expenditure is recommended for write-off.

MPAC MEETING: 2020-06-04: ITEM 5.1

MPAC took note of the circumstances as described in the report. During the discussion of the matter, the following questions for clarity were posed by MPAC; the Administration's responses are included in brackets:

1. *Was any work done for more than the maximum 85 rental days? (No).*
2. *Why was it necessary to hire more than 3 trucks per day? (On average 9 trucks (of our 10 trucks) are required per day to render an acceptable standard of service).*
3. *What would the cost differential be if the municipality does the work itself? (There is no doubt that rendering the service ourselves will be a lot cheaper; the cost differential can be calculated, but it is not available at this time).*
4. *Why was the Jackie Genadendal Bazaar contract cancelled? (Essentially the tender was cancelled because of non-compliance by the service provider).*

RECOMMENDATIONS FROM MPAC TO COUNCIL: 2020-06-04: ITEM 5.1

- (a) that Council takes note of the circumstances and the facts as provided in the report;
- (b) that it be noted that although irregular expenses were incurred, there is no need for the recovery of the expenditure since the services were rendered;
- (c) that Council certifies the irregular expenditure of R 288 420.00 (VAT inclusive) as irrecoverable and that this amount be written off; and
- (d) that Council writes off the irregular expenditure as irrecoverable in terms of the MFMA Section 32 (2).

FOR FURTHER DETAILS CONTACT:

NAME	Deon Louw
POSITION	<i>Director: Infrastructure Services</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	<i>021 808 8213</i>
E-MAIL ADDRESS	Deon.louw@ Stellenbosch.gov.za
REPORT DATE	<i>2018/08/27</i>

ITEM 12.1.1



CHECK BEFORE SUBMISSION	YES	NO
REGISTERED ON SCM DATABASE		
If answer is NO follow the next step:		
- Register on SCM Database		
- Creditors form (SAMRAS)		
Letter - SOLE SUPPLIER if Applicable.		
Original Valid Tax Certificate		
Quote/Invoice Attached		
Budget (SAMRAS)		
Cashflow		
Signatures		

MEMORANDUM

DIRECTORATE:
ENGINEERING SERVICES

To - Aan : MUNICIPAL MANAGER
From - Van : Salim Haider
Job Title : Manager: Solid Waste Management
Date - Datum : 27 February 2019
Re - Insake : DEVIATION: HIRING OF REFUSE COMPACTORS, AS AND WHEN REQUIRED

1. PURPOSE

To obtain approval in terms of Supply Chain Management Policy, to deviate from the official procurement process, 4.36.1(a)(v) for the hiring of refuse compactors from Genadendal Jackies Bazaar and Waste-Mart (Pty) Ltd

REASON FOR DEVIATION: (Mark with x where applicable)	
1. Emergency.	
2. Goods or services are produced or available from a single provider.	
3. Acquisition of special works of art or historical objects where specifications are difficult to compile.	
4. Acquisition of animals for zoos and /or nature and game reserves.	
5. Exceptional case and it is impractical or impossible to follow the official procurement processes.	x

2. BACKGROUND

Due to an unusually large number of simultaneous breakdowns of municipal refuse compactors, it has become necessary to hire refuse compactors to deliver a refuse collection service, at the same time that the approved service provider defaulted and contract had to be terminated.

Deviation: GENDADENDAL JACKIES BAZAAR & WASTE-MART



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY



The hire of refuse compactors could not cease while administration processes were being followed, as refuse collection is an essential service in terms of a constitutional mandate.

The service provider (WasteMart (Pty) Ltd) is requesting payment (see attached invoice) for the work done whilst the municipality was finalising the administration process.

3. RECOMMENDATION

That the approval is granted to pay the outstanding invoice (from the approved deviation D/SM 39/19) to the value of R 288 420 (Vat Incl.)

[Handwritten signature]

Saliem Haider
Senior Manager: Waste Management

Supported: Yes No

Date: 12/8/19

[Handwritten signature]
Deon Louw
DIRECTOR: INFRASTRUCTURE SERVICES

Date: 18/08/2019

[Handwritten signature]
Kevin Carolus
CHIEF FINANCIAL OFFICER

Approved: Yes No

Approved for payments. The expenditure is irregular and must be reported to MPAIC for investigation into S52 (2) of the MFMA.
[Handwritten signature] 18/08/19.



MEMORANDUM

DIRECTORATE: ENGINEERING SERVICES

To ▫ Aan : **CHIEF FINANCIAL OFFICER**
From ▫ Van : Saliem Haider
Job Title : Senior Manager: Waste Management
Date ▫ Datum : 08 August 2019
Re ▫ Insake : **PAYMENT TO SERVICE PROVIDER: WASTEMART FOR THE
 HIRING OF REFUSE COMPACTORS .**

1. PURPOSE

To obtain approval to process the payment of the outstanding invoice for WasteMart (Pty) Ltd.

2. BACKGROUND

WasteMart (Pty) Ltd was appointed for the hiring of refuse compactors, as and when required until 30 June 2019 on Deviation – D/SM 39/19 (attached as Annexure 1). The deviation approved a fixed amount for hiring of compactors at R2 463 300 (Vat inclusive) calculated on R28 980 rental per day x 85 days.

The 85 days was calculated using 3x compactors per day from 27 February 2019 to 30 June 2019. The number of rental days increased due to the following:

- Unforeseen mechanical breakdowns of trucks requiring the Department to hire more than 3x trucks a day, and
- The use of a skip truck over weekends to ensure informal settlements are kept clean, as Jackie Genadendal Bazaar was not Tax compliant and WasteMart was utilized to render this service.

The Department was informed by Supply Chain Management that no further orders on this deviation will be processed as the maximum of 85 days had been reached, despite the fact that the monetary value of the work did not exceed the amount of R2 463 300 (Vat Incl.). The Senior Manager: Solid Waste Management then cancelled the order for the remaining funds to keep in line with the 85 days approval, but staff had in the interim utilized this order due to further breakdowns that occurred.

REKWISISIE VIR VOORRADE: Waste Mart (Pty) Ltd

Bestelvorm Ni..

Departement:

Gereedskap Reg.:

345623

Kode Nr.:	GOEDERE	Hoeveelheid	Tarief	Waarde	Pos Nr. en Beskrywing
	DSM 39/19: Hire of refuse compactor, as and when required			1298 420.00	20180711011338
	Prev. O/N: 355381				
<p>Approval for Payment 13/8/19 to the report to the P/A</p>					
M. Daniels		13/8/2019	J. du Toit	13/8/2019	
Aangevra deur		Datum	Goedgekeur deur	Ontvang deur	Datum

Boland Printers



3. DISCUSSION

Solid Waste Management Department has a current vehicle fleet of 9x functional refuse compactors. However 10x refuse compactors are needed to adequately deliver a daily refuse collection service. Over the last month, the municipal fleet has suffered various breakdowns leading to 6x vehicles being out of commission. The Department needs at least a minimum of 7x vehicles to render a service and the shortfall is usually supplemented through hiring additional compactors.

The Department has procured a new vehicle in December 2018 and is currently in process of procuring another vehicle.

The Department has also been hiring of refuse compactors using Tender BSM 44/17 since November 2017. The tenderer has however defaulted and the contract has been terminated on 26 February 2019. Without an alternative service provider the Department cannot render a reliable weekly/ daily service, resulting not only in complaints from residents but potential unhygienic conditions. There is also reputational damage that this municipality can suffer as a result.

The refuse collection has two components. The informal areas have skips which need to be serviced, and for this refuse compactors with a winch attachment are required. The formal areas have 240l wheelle bins, and this is serviced by all refuse compactors fitted with lifting equipment.

With all the breakdowns experienced, the Department requested a purchase order for a service provider to service skips within the WC024 as this was an immediate priority. The purchase order was created for R29 325. However, this order could only provide limited services, as the total order value was rapidly depleted. The Department subsequently also needed to hire additional vehicles to render the door-to-door refuse collection due to the termination of the service provider on Tender BSM 44/17 for poor performance.

For this deviation:

- (1) Three companies were approached for quotations for the hiring of a refuse compactor to service skips. Two companies replied and the award was made to Engar Waste Services who could not render the service as their skip winch was not compatible with the municipal skips. As the lack of service delivery was mounting, and the councillors of the various wards were under severe criticism for this failure in rendering a refuse removal service, Genadendal Jackies Bazaar was then requested to provide this service as a matter of urgency.
- (2) Five companies were approached for quotations for the hiring of a refuse compactor for door-to-door refuse collection services, and only one company replied.

The Department must collect refuse daily, and any deviation from this may lead to unhygienic circumstances and potential health and nuisance hazards. The municipality will also suffer reputational damage in the process. Refuse removal is also a Constitutional obligation that the Municipality must fulfil.



4. FINANCIAL IMPLICATIONS

The Department requires three additional refuse compactors daily, which equates to the following:

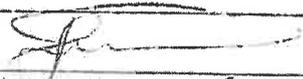
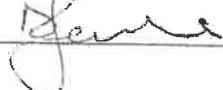
Genadendal Jackies Bazaar
Skip Truck
R 862.50 (Vat Incl.) per hour = R6 900 per day

Waste-Mart (Pty) Ltd
Door-to-door refuse compactor, as and when needed
R 1380 (Vat Incl.) per hour x 2 trucks maximum = R 22 080 per day

5. RECOMMENDATION

That the approval, from U-Key: 20180711011299 & 20180711011338 be granted in terms of the Municipality Supply Chain Management Policy 4.36.1 (a)(v), for the payment which amounts to R 2 463 300 (VAT inclusive) (R 28 980 rental per day x 85 days) until 30 June 2019. This deviation should be granted until the skip truck has been procured and tender BSM 66/19 has been successfully awarded, should this precede 30 June 2019.

RECOMMENDATION SUPPORTED / NOT SUPPORTED BY THE STELLENBOSCH MUNICIPAL BID ADJUDICATION COMMITTEE

Name	Signature	Date
J. G. Louw		28/2/19
A B van der Merwe		28/02/19
D. Janse		28/02/19

Comments:

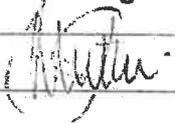
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CHAIRPERSON  DATE 28/02/19

RECOMMENDATION FROM BID ADJUDICATION COMMITTEE APPROVED BY THE ACCOUNTING OFFICER

Name	Signature	Date
Gerachie Mettler		28/2/19

- ① Unforeseen breakdowns of refuse compactors.
 - ② Current service provider has been put on terms for non-compliance in process of cancelling/terminating tender
 - ③ Optimal service delivery requires 7 compactors and own fleet only 3.
 - ④ Essential service and to health risk emergency deviation approved.
-  28/2/19

12.1.2	CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO EXTRA WORK DONE ON ELECTRICAL REPAIRS, FOR A COC, LA MOTTE BOSBOU COMMUNITY HALL
---------------	-----------------------------------------------------------------------------------------------------------------------------------------------------

Collaborator No:
IDP KPA Ref No:
Meeting Date:

Good Governance
12 June 2020

1. SUBJECT: CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO EXTRA WORK DONE ON ELECTRICAL REPAIRS, FOR A COC, LA MOTTE BOSBOU COMMUNITY HALL

2. PURPOSE

To provide information regarding the irregular expenditure incurred for investigation by MPAC and to be recommended to and consideration by Council to write-off the expenditure in terms of the MFMA Section 32 (2). The expenditure relates to FQ/SM-102/18 repairs, installation and replacement of unsafe and dangerous electrical installation, La Motte Bosbou community hall.

3. DELEGATED AUTHORITY

Council is requested to write off the expenditure as the specific nature of the breach is a breach of the procurement process, not impacting in any significant way on the essential fairness, equity, transparency, competitiveness or cost effectiveness, for the payment of Emerald Infrastructure Solutions for additional necessary work and equipment, needed to complete the electrical installation and issue a COC at La Motte community hall.

4. EXECUTIVE SUMMARY

A request for formal written quotation was advertised as contract number FQ/SM 102/18: Electrical Upgrade at La Motte Community Hall, for seven (7) days by supply chain department. A compulsory clarification meeting was on 16 January 2018 and the closing date was 19 January 2018. Emerald Infrastructure Solutions was awarded the FQ to do the electrical upgrade in the community hall for an amount of R 36 039.57 VAT inclusive and a purchase order was issued for that amount for them to start with the electrical work.

While Emerald Infrastructure Solutions was busy with the electrical upgrading of the community hall they discovered that there was more work to be done than initially quoted for and had advised the municipality of such additional work including the cost. The additional work amounted to R 26 369.43 in addition to the R 36 039.57 quoted for, which brings the new total for the entire electrical upgrade to R 63 409.00 VAT inclusive.

5. RECOMMENDATION

FOR CONSIDERATION

6. DISCUSSION

Due to the timeframe in which the work had to be completed, near year end, decisions had to be made fast and effective. There were unforeseen circumstances that could not be identified beforehand, when site inspection for the FQ was conducted. The premises were without electricity, since December already and the community was up in arms. For the issuing of a COC, only condition that Eskom will reconnect, the extra work and material were a necessity. It was supplied by Emerald at the same rate as on the FQ, which was fair and according to regulation.

Upgrading of La Motte Community Hall was regarded as urgent as it had been switched off by Eskom in 2017 due to unsafe wiring that were not compliant to SANS10142-1.

7. FINANCIAL IMPLICATIONS

The additional cost for the upgrade of the community hall was R 26 369.43 VAT included, which was paid from the Property Management UKey in the 2017/2018 budget.

8. LEGAL IMPLICATIONS

The recommendations in this report comply with Council's policies and all applicable legislation:

Supply Chain Management Policy, 4.36.1a (i)

Supply Chain Management Policy, 4.36.b

Supply Chain Regulation 36(1)

MFMA Section 32(2)

9. RISK IMPLICATIONS

All intent was in good faith, the discrepancy can be attributed to the initial planning processes and the lack of capacity with regard to ensuring required financial compliances are adhered to.

10. CONCLUSION

It is acknowledged that there were minor breaches of the procurement processes. If the process was followed correctly however, the outcome and cost would have been identical.

Council incurred no loss during this process and there was no intentional disregard of Council's procurement processes. It is therefore requested that the irregular expenditure be written off because the services that were rendered.

11. COMMENTS FROM THE MUNICIPAL MANAGER

Tender process was followed with this FQ with clarification and site meeting held. Additional work was required while the service provider was busy with repairs which was not anticipated originally. It was not feasible at the stage to go out on a different FQ and in terms of efficiency and effectiveness it was economically to use service provider who discovered the additional issue to fix. Services were rendered to the municipality. Irregular expenditure was not due to poor planning as procurement process for FQ was followed, additional work discovered through initial repairs. Recommended for write-off.

MPAC MEETING: 2020-06-04: ITEM 5.2

MPAC took note of the circumstances as described in the report, and accepted the verbal explanation as given by the Administration.

RECOMMENDATIONS FROM MPAC TO COUNCIL: 2020-06-04: ITEM 5.2

- (a) that Council takes note of the circumstances as provided in the report;
- (b) that Council certifies the irregular expenditure of R26 369.43 (VAT inclusive) as irrecoverable and that this amount be written off; and
- (c) that Council writes off the irregular expenditure as irrecoverable in terms of the MFMA Section 32 (2).

FOR FURTHER DETAILS CONTACT:

NAME	Deon Louw
POSITION	Director: Infrastructure Services
DIRECTORATE	Infrastructure Services
CONTACT NUMBERS	021 808 8213
E-MAIL ADDRESS	Deon.louw@stellenbosch.gov.za
REPORT DATE	18/05/2020

ITEM 12.1.2

Unknowingly from my side I instructed the contractor to go ahead with the work. We were rushed for time as well as to get the network up to standard, according to the SANS 10142-1.

They did complete the work ahead of schedule so that a COC could be issued, however when the invoices came, there was a substantial amount extra.

I was informed that I did not have the authority to clear extra costs, and that it is to be done by the MM.

This memo serves to clear up the misunderstanding in connection with the outstanding payment. We did regular inspections on the work carried out on the building and it was above standard. To comply with SANS 10142-1, the extra material and work was necessary and done within reasonable and actually beneath reasonable costs. I can confirm that the contractor have not charged for a lot of labor costs.

The work was of excellent quality and above expectation. That is why I apply via this memo that the extra costs be paid to the contractor. It was a huge misunderstanding from my side.

Attached please find the needed documentation (complete report from the contractor). The Original COC will be handed over as soon as full payment is received.

Thank you in anticipation,



Martin Slabber
SUPERINTENDENT DWARSRIVER: ELECTRICAL ENGINEERING SERVICES



RCH2018071201 FQ/SM 102/18 Electrical Upgrade at La Motte Community Hall

12th July 2018

Attention: Mr. Martin Slabber, Mr. Piet Smit
 Stellenbosch Municipality
 Electrical Division / Human Settlement & Property Management
 Plein Street, Stellenbosch
 By: E-mail Martin.Slabber@stellenbosch.gov.za / Piet.Smit@stellenbosch.gov.za

Dear Martin, Piet

RE: Emerald Infrastructure Report of Completed Work for the Stellenbosch Municipality Tender Number: FQ/SM 102/18 --- Electrical Upgrade at La Motte Community Hall

Further to your request for pricing we take pleasure in submitting our detailed proposal for your favourable consideration.

COMPANY OVERVIEW

Emerald Infrastructure Solutions is a specialist supplier and service provider of infrastructure to business's covering backup power, electrical and cooling solutions. We offer a full turnkey solution ensuring you that your business is covered by a service provider who has all the skills necessary to keep your operation running at all times.

Emerald Infrastructure Solutions is a Value Added Reseller and service partner of Schneider & Eaton Power Quality in South Africa promoting, selling and servicing the extensive range of power quality and power distribution product ranges. Our fully trained sales and service personnel are ready to help your every backup power need.

Our extensive offering covers sales and service of the following main product line:

- Electrical reticulation from medium voltage to equipment
- Enclosed busbar systems
- Backup diesel generators
- Uninterruptible power supplies, both AC and DC systems
- Precision cooling for data centers, comfort cooling for offices
- Energy management for efficiency
- Raised access flooring for data centers
- Access control systems
- Fire detection and suppression systems

Our service offering:

- 24 hour support
- Fully trained support personnel available 24/7
- Full HSSE compliance
- All workmanship guaranteed
- Energy efficiency management
- Service level agreements

Emerald Infrastructure Solutions cc
 PO Box 626, Edgemoed, 7407
 Unit 2A EFM Business Park, 65 Lauda Road, Killamey Gardens, Cape Town
 Reg. No. 2002/035762/23



Tel: +27 87 150 0819
 Fax: 086 616 0902
 Mobile: +27 71 478 3527
 E-mail: admin@emerald-is.co.za

PART B: TECHNICAL SPECIFICATIONS AND PRICING SCHEDULE

FQ/SM 102/18: Electrical upgrade and repairs at La Motte Community Hall

Page 26

Scope of work

Electrical supply and installations

Services rendered	Quantity	Price
Supply of 4ft (1.2m) LED tubes	36	
Refit of 4ft (1.2m) LED tubes	36	
Remove and replace BC 10W LED lights	4	
Remove and replace EC 10W LED lights	4	
Repair of outside PL 9 lights convert to LED	16	
Conduct electrical tests on DB	2	
Supply of COC	1	

**All work has to comply with SANS 10142-1 and OHS act.
Work to start immediately after order is issued.
Contractor has to be registered at Department of Labor.**

Detailed Proposal

Your requirement calls for the Complete Electrical upgrade at La Motte Community Hall, Franschhoek, as per SANS 10142. Flood lights outside building, day night and bypass switch. Fluorescent Lighting to be removed and replaced with 220Vac LED Retrofit tubes. Single lamp fittings to be replaced with LED lamps. Exit lights to be checked and repaired. DB Boards to be repaired, Main Circuit breaker to be replaced. Plug Sockets, Isolators to be repaired neatened up. Certificate of Compliance for all new electrical work.

Initial Quoted Bill of Quantities

Stellenbosch Municipality Tender Number: FQ/SM 102/18					
Electrical Upgrade at La Motte Community Hall					
ITEM	QTY	DESCRIPTION	UNIT PRICE	UNIT	TOTAL PRICE EXCL VAT
1a	1	20W OPPL LED Flood 220Vac Cool White (Front Door)	R 237.65	Each	R 237.65
1b	5	10W (20W) OPPL LED Flood 220Vac Cool White (Side Rear Door)	R 237.65	Each	R 1,188.25
1c	6	Galvanised Steel Outer Cage for above Six Flood Lights	R 411.77	Each	R 2,470.62
1d	1	GEWISS (GW27831) 1L 1WAY IP55 By-Pass Switch and Enclosure	R 127.06	Each	R 127.06
1e	1	SPECTRUM MS10 Day Night Switch for above Flood Lights	R 148.09	Each	R 148.09
1f	1	PVC Bulkhead Fitting (Econo Super 60W) to house Spectrum Day Night	R 28.24	Each	R 28.24
2a	27	25W 5FT OPPL LED Performer T8 Tubes 1500mm 3000K Cool White	R 61.18	Each	R 1,651.86
2b	5	18W 4FT OPPL LED Performer T8 Tubes 1200mm 3000K Cool White	R 51.42	Each	R 257.10
2c	9	9W LED BC22 LAMPS for Stage Area, Centre Hall and Bowl Galleries	R 46.00	Each	R 414.00
2d	2	PVC Bowl and Gallery PVC 6" Inch for Side Area of Stage	R 17.65	Each	R 35.30
2e	4	5.3W LED BC22 LAMPS for Emergency Exit Lights in Hall Area	R 46.00	Each	R 184.00
2f	2	Cable Flat Twin & Earth 1.5mm White 100M Roll for above Lighting	R 622.75	Each	R 1,245.50
3a	1	CRABTREE Double Plug Socket 230Vac 15A White Classic Loft Area	R 71.23	Each	R 71.23
3b	1	CRABTREE White Coverplate SSO CT Classic Steel Classic Loft Area	R 13.02	Each	R 13.02
3c	1	Wonder Box Extension PVC 4x4 without Knockouts Loft Area	R 11.77	Each	R 11.77
3d	1	20M Cable Flat Twin & Earth 2.5mm White for above Power Socket Loft	R 194.25	M	R 194.25
4	1	SF3-G3-80 80A Main Circuit Breaker CBI Samite 3P 5.0kA White Toggle	R 1,071.53	Each	R 1,071.53
5	5	Cable Armoured 16mm 4 Core Main Supply - Incomer JB & Main DB	R 122.79	M	R 613.95
6	5	10mm BCE Bare Copper Earth - Incomer JB & Main DB	R 174.24	M	R 871.20
7	1	Earth Spike Copper 8ft (2,4M) to replace existing earth spike	R 162.50	M	R 162.50
8	1	Earth Spike Clamp Brass to replace existing earth spike	R 12.95	Each	R 12.95
9	1	Earth Spike Striker Pin Copper to replace existing earth spike	R 66.25	Each	R 66.25
10	1	Contingencies - Various Screws, Wall Plugs, Cable Ties, Crimping lugs, Crimping Ferrules, Steel Cable Glands, Shrouds	R 800.00	Each	R 800.00
11	2	Hire Per Day of 20M High Scaffold, with 5 x Boards and lockable Wheels	R 400.00	Each	R 800.00
12	1	COC - Certificate of Compliance	R 1,250.00	Each	R 1,250.00
13	30	Labour and Installation for all Electrical Work including COC, Neaten up both DB's, Remount White Isolator & 4x4 Plug Socket & Earth Spike	R 550.00	Hr	R 16,500.00
14	3	Transport and Fuel to and from site (Cape Town - Stellenbosch) R5,50 per km (54km x 2 = 108km)	R 594.00	Hr	R 1,782.00
EX STOCK CAPE TOWN, 2 - 4 WORKING WEEKS. SUBJECT TO O P R I O R OF SALE. ALL EMERALD TERMS & CONDITIONS APPLY PRICING EX VAT & VALID FOR 30 DAYS					
Production Period: 2 - 4 Working Weeks			Subtotal Excl. VAT:		R 32,208.32
			VAT @ 14%		R 4,509.16
			Total Incl. VAT		R 36,717.48

Stellenbosch Municipality Order

EMERALD INFRASTRUCTURE SOLUTIONS PO BOX 626 EDGE MEAD CAPE TOWN 7407		KREDITEUR NR. CREDITORS NO.	011582	KONTAK PERSOON / CONTACT PERSON ANNELENE ROOIFONTEIN Requisition No. 1038998			
AMPTELIKE BESTELLING OFFICIAL ORDER		17, STELLENBOSCH 7599 021 808-8520 021 808-8688		BESTEL NR. / ORDER NO. 34718			
Stellenbosch MUNISIPALITEIT • UMASIPALA • MUNICIPALITY		DATUM / DATE 29/03/2018		TOTAAL TOTAL 36717.48			
REKWIISIË LYN REQUISITION LINE	VOORRAAD NR. STOCK NO.	BESKRYWING / DESCRIPTION	POS NR. / VOTE NO.	HOEVEELHEID QUANTITY	PRYSSE SONDER BTW PRICES WITHOUT VAT	BTW/VAT	TOTAAL PRYS TOTAL PRICE
		ELECTRICAL UPGRADE AND REPAIRS AT LA MOTTE COMMUNITY HALL			32208.32	4509.16	36717.48
AMENS / FOR: MUNISIPALITEIT MUNICIPALITY		TOTAAL TOTAL		36717.48			

Emerald Infrastructure Invoice INV01882 --- La Motte Community Hall

Sub Total Ex VAT	R 32,208.32
VAT @ 15%	R 4,831.25
Total Incl. VAT @ 15%	R 37,039.57

Note:

Variation Price on Original Quote is due to the VAT increase, which came into effect as of 01 April 2018

Screen Shot of Tax Invoice: INV01882 (Original Purchase Order Amount)

Emerald Infrastructure Solutions CC PO Box 626 Edgemead Western Cape 7407		Tax Invoice																							
<table border="1"> <tr> <td>E-mail</td> <td>Phone #</td> <td>087 150 0819</td> </tr> <tr> <td>admin@emerald-is.co.za</td> <td></td> <td>021 557 6950</td> </tr> <tr> <td></td> <td>Fax #</td> <td>021 557 6950</td> </tr> <tr> <td></td> <td></td> <td>086 616 0902</td> </tr> </table>		E-mail	Phone #	087 150 0819	admin@emerald-is.co.za		021 557 6950		Fax #	021 557 6950			086 616 0902	<table border="1"> <tr> <td>Tax Date</td> <td>Invoice No</td> </tr> <tr> <td>06-Jul-2018</td> <td>INV01882</td> </tr> <tr> <td>Cust VAT Reg.</td> <td>Company VAT Reg.</td> </tr> <tr> <td>4700102181</td> <td>4610257729</td> </tr> </table>		Tax Date	Invoice No	06-Jul-2018	INV01882	Cust VAT Reg.	Company VAT Reg.	4700102181	4610257729		
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34718	Net 30	STE001	CH	0500-2160 La Motte Electrical Work																					
Qty	Description	Rate	Amount	VAT																					
1	Electrical Upgrade and repairs to La Motte Community Hall Please note : Variation price on original order is due to the Vat increase which came into effect as of 1st April 2018.	32,208.32	32,208.32	S15																					
<table border="1"> <tr> <th colspan="3">VAT Summary</th> <th>Subtotal</th> <th>ZAR 32,208.32</th> </tr> <tr> <th>Rate</th> <th>ZAR VAT</th> <th>ZAR NET</th> <td></td> <td></td> </tr> <tr> <td>S15@15.0%</td> <td>4,831.25</td> <td>32,208.32</td> <td>VAT Total</td> <td>ZAR 4,831.25</td> </tr> <tr> <td>TOTALS</td> <td>4,831.25</td> <td>32,208.32</td> <td>Total</td> <td>ZAR 37,039.57</td> </tr> </table>		VAT Summary			Subtotal	ZAR 32,208.32	Rate	ZAR VAT	ZAR NET			S15@15.0%	4,831.25	32,208.32	VAT Total	ZAR 4,831.25	TOTALS	4,831.25	32,208.32	Total	ZAR 37,039.57				
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TOTALS	4,831.25	32,208.32	Total	ZAR 37,039.57																					
Banking Details: Standard Bank Cheque Account Tyger Manor Branch Code 050410 Account Number 073171344																									
Overdue invoices will attract interest at the maximum rate of 2% per month from the first day in arrears.																									

Screen Shot of Tax Invoice: INV01883 (Variation / Additional Costs)

Emerald Infrastructure Solutions CC PO Box 626 Edgemead Western Cape 7407		Tax Invoice																										
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P.O. No.	Terms	Account No.	Rep	Project																								
	Net 30	STE001	CH	0500-2160 La Motte Electrical Work																								
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Overdue invoices will attract interest at the maximum rate of 2% per month from the first day in arrears.																												

Variation / Additional Costs on-site @ La Motte Community Hall

The Extra Variation work onsite was carried out and communicated to Mr. Martin Slabber and Mr. Carlo Gouws. This work included the Supply, Installation and Labour, which was previously not allowed for - includes the following:

- The Existing cabling for external building lights was perished and could not be re-utilized. We installed new Cabling, which we placed under the Wooden Fascia Boards to hide the new cabling – extra Labour.
- Extra New Fluorescent Light fittings in the Loft area.
- No Existing Power to Loft Area and some sections of Main Hall area, New cabling supplied and installed
- Existing Emergency Exit Lights had no Battery Backup and would not function in the event of a Power failure. Battery Backup Light Fitting Supplied and Installed
- Various Plug Circuits, had no power source and were Not connected to an Earth Leakage Circuit Breaker
- 6mm x 4 Core Power Cable was connected to 2.5mm 230Vac plug Circuits Fault finding and Isolation
- Initially at original Site meeting, it was discussed to replace the Main Breaker. The Breaker seemed correct and was removed from our costing. This costs was utilized for other electrical equipment and accessories
- Once onsite and final connection / testing was carried out, it was determined that the Main Breaker was Faulty & Phasing with incorrect Voltages, ranging from 400V Phase 1 / 200V Phase 2 / 90V Phase 3. 1 x 60A 3P 60KA Main Circuit Breaker was replaced – this required extra Labour for Fault finding.
- Indication Full Labelling of All Distribution Boards, Plug Circuits, Light Fittings and Light Switches.

ITEM	QTY	DESCRIPTION	UNIT PRICE EX VAT	UNIT	TOTAL PRICE EX VAT
1	1	Additional Electrical materials required	R 3,878.26	LUMP	R 3,878.26
		3 x LED 5ft 58W Decorative Fittings – Not Allowed for on initial quote			
		6 x LED 5ft 58W Fluorescent Tubes – Not Allowed for on initial quote			
		100M x 1.5 Twin & earth PVC cable – Many light fittings, including the Loft area and Central Hall, had no Power Source, New cabling installed.			
		100M x 2.5 Twin & earth PVC cable – Many plug sockets fittings, including the Stage and Central Hall, had no Power Source, New cabling installed.			
		4 x LED Emergency Light fittings – Not Allowed for on initial quote			
		1 x 60A 3P 60KA Main Circuit Breaker Existing Breaker Faulty & Phasing			
		2 x 20A 1P 3kA Miniature CBI Samite Circuit Breakers			
2	11	Additional Labour on site for Fault Finding and Re-wiring of Distribution Boards, Plug Circuits and Lighting Circuits, Lifting of External Wood Fascia Boards. <ul style="list-style-type: none"> ➤ Labour = R 275 p/h R 275 x 5 x 2 Techs = <u>R 2,750.00</u> ➤ Travel Labour = R350 x 3 Hr = <u>R 1,050.00</u> ➤ Travel / Fuel 76,78km x 2 = 153.57km x 5.6 = <u>R 860.00</u> 	R 4 660.00	P/Day	R 51,260.00
Work is Complete!			Sub Total Ex VAT:		R 55,138.26
			Vat @ 15% :		R 8,270.74
			Total Incl. VAT:		<u>R 63,409.00</u>

Some Photos of Extra Work on Site

Fig. 1 Sub DB Board Kitchen After work commencement, which was neatened, but nothing was on Earth Leakage

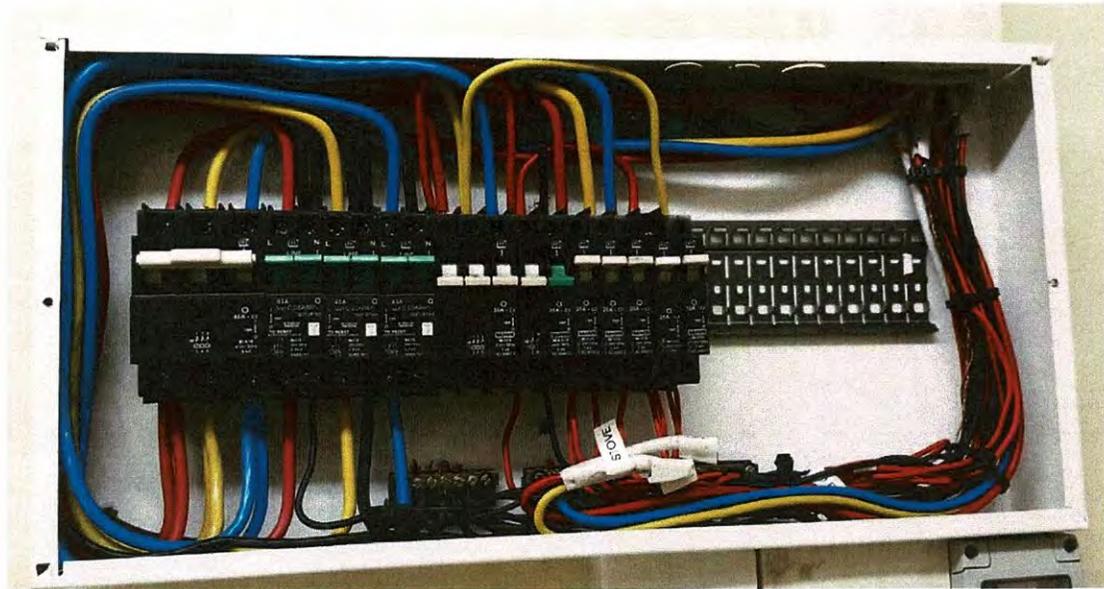
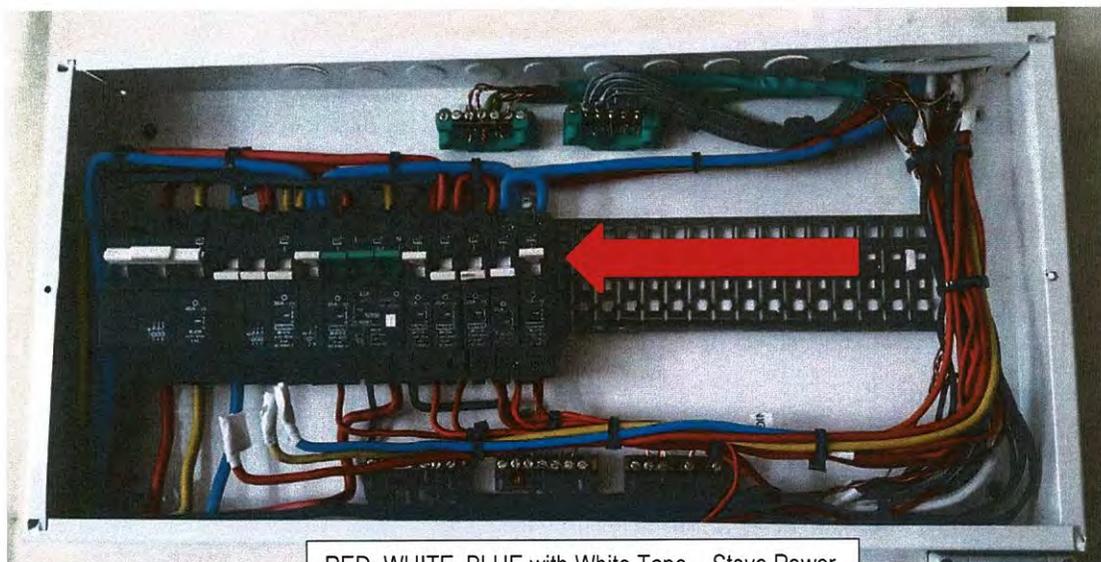


Fig. 2 Sub DB Board Kitchen after Final Testing and COC - Simplified / Working correctly and on Earth Leakage



RED, WHITE, BLUE with White Tape – Stove Power cable disconnected as there was stove present

Fig. 3 Sub DB Board Kitchen Cover Plate Labelled

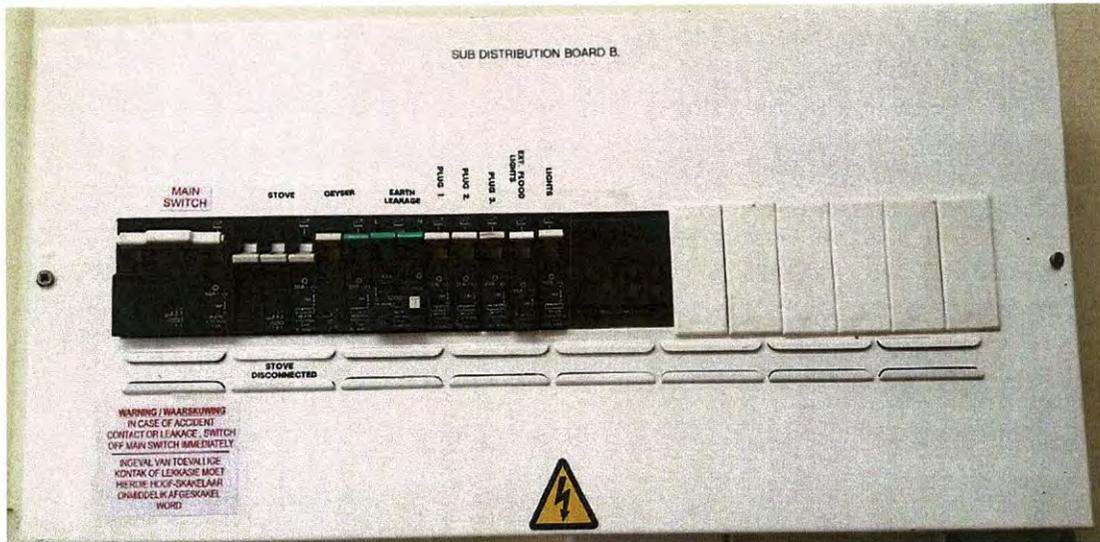


Fig. 4 Illuminated Battery Backup Exit Lighting



Fig. 5 Wooden Exterior Fascia Boards were lifted and New Supply cable installed underneath boards.



Fig. 6 All Exterior Flood fittings and Day Night Switch – Supply cable hidden under Wooden Fascia Boards



Fig. 7 Night Testing of All Exterior Flood lights – The would normally be After Hours Rate – Not charged for



Fig. 8 Night Testing of All Exterior Flood lights – Power Switched Off



Fig. 9 Indication Full Labelling of All Distribution Boards, Plug Circuits, Light Fittings and Light Switches.



Fig. 10 Indication Full Labelling of Emergency Exit Light Fittings and Light Switches



Should you require any additional information or have any questions please do not hesitate to contact the writer.

We trust you find favour in our report and assure you of best attention at all times.

Yours sincerely

Clive Hampshire

(Sales Consultant)

Cell: 063 689 7481

Office: 087 150 0819

Email: clive.h@emerald-is.co.za

Emerald Infrastructure Solutions cc

Co Reg No. 2002/037562/23





HANDOVER

Revision No:	0
Rev Date:	31 st May 2018
Document Number:	

Introduction

The work to be undertaken on site will be done by a qualified and trained team from Emerald Infrastructure Solutions. The step by step layout of the entire process will be discussed in this method statement below. This document is a checklist to ensure that the contractor and client have an understanding of the completion of works carried out.

1. Scope

This statement will be applicable and apply to all employees, associated with the works, which will consist of the following aspects:

- Tender Number: FQ/SM 102/18
Electrical Upgrade at La Motte Community Hall

ELECTRICAL UPGRADE AT LA MOTTE COMMUNITY HALL			
PROJECT	Upgrade		
DOCUMENT NO.	FQ/SM 102/18	VERSION	1
CREATED BY	Duncan Cackett	APPROVED BY	Duncan Cackett
DATE	28 th May 2018	DATE	31 st May 2018
Purpose: To provide a handover document to ensure all works are completed as set out in the tender and any variations thereof.			



EMERALD INFRASTRUCTURE SOLUTIONS

Occupational Health and Safety Management System

HANDOVER

Revision No:

0

Rev Date:

31st May 2018

Document Number:

Stellenbosch Municipality Tender Number: FQ/SM 102/18
Completion Handover of Electrical Upgrade at La Motte Community Hall (31st May 2018)

ITEM	QTY	DESCRIPTION	AREA LOCATION	COMPLETE D
1	6	20W LED Flood 220Vac Cool White	Outside	✓
2	6	Galvanized Steel Outer Cage for above Six Flood Lights	Outside	✓
3	1	1L 1WAY IP55 By-Pass Switch and Enclosure	Kitchen	✓
4	1	SPECTRUM MS10 Day Night Switch for Flood Lights	Outside	✓
5	1	PVC Bulkhead Fitting for Spectrum Day Night	Outside	✓
6	53	25W 5FT LED T8 Tubes 1500mm 3000K Cool White	General	✓
7	5	18W 4FT LED T8 Tubes 1200mm 3000K Cool White	Rear Bathrooms	✓
8	9	9W LED BC22 LAMPS - Stage Area, Centre Hall, Galleries	Hall	✓
9	2	PVC Bowl and Gallery PVC 6" Inch	Hall / Stage	✓
10	4	WACO KN-5530L 30 LED Emergency Light for Exit Lights	Hall / Loft	✓
11	1	Double Plug Socket 230Vac 15A White Classic	Loft / Sub DB	✓
12	1	QAL 1P C3 20A Mini Circuit Breaker CBI 3kA White	Kitchen Sub DB.	✓
13	1	QF3-26-60 60A Main Circuit Breaker CBI 3P 6.0kA White	Main DB Board	✓
14	1	10mm BCE Bare Copper Earth and Bosal Conduit	Main DB Board	✓
15	1	Earth Spike Copper 8ft (2,4M) replace existing earth spike	Outside	✓
16	1	COC - Certificate of Compliance	General	✓

CLIENT APPROVAL

Comments by principal contractor:

Approval	✓	Yes		No
----------	---	-----	--	----

Approved by:	Name	Carlo Groenewald / Hilda van Zyl
	Designation	SB MUN Electrician
	Signature	

CONTRACTOR PRESENCE

Checked by:	Name	C. Hampshire
	Designation	Sales Representative
	Signature	
	Date	13 June 2018

@ 16:00



ellenbosch

OFFICIAL ORDER

☎ 021 808-8520
☎ 021 808-8688

Stellenbosch

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

BESTEL NR. / ORDER

34

DATUM / DATE

29/03/

EMERALD INFRASTRUCTURE SOLUTIONS
PO BOX 626
EDGEMEAD
CAPE TOWN
7407

KREDITEUR NR. / CREDITORS NO. 011582

KONTAK PERSOON / CONTACT PERSON

ANNELENE ROOIFONTEIN

Requisition No. 1038998

SISIE POSITION	LYN LINE	VOORRAAD NR. STOCK NO.	BESKRYWING / DESCRIPTION	POS NR. / VOTE NO.	HOEEVEELHEID QUANTITY	PRYSE SONDER BTW PRICES WITHOUT VAT	BTW/VAT	TOTAAL TOTAL F
			ELECTRICAL UPGRADE AND REPAIRS AT LA MOTTE COMMUNITY HALL			32208.32	4509.16	36717

ORDERED FOR:
MAYOR COUNCIL **STELLENBOSCH**

[Handwritten Signature]
3.4.2018
HANDTEKENING / SIGNATURE
DEPARTEMENT / DEPARTMENT

TOTAAL TOTAL

36717

Tax Invoice

Emerald Infrastructure
Solutions CC
PO Box 626
Edgemead
Western Cape
7407

Tax Date	Invoice No
06-Jul-2018	INV01882
Cust VAT Reg.	Company VAT Reg.
4700102181	4610257729

E-mail
admin@emerald-is.co.za

Phone #	087 150 0819 021 557 6950
Fax #	021 557 6950 086 616 0902

Invoice To	Ship To
STELLENBOSCH MUNICIPALITY PO Box 17 Stellenbosch 7599	La Motte Community Hall Franschoek

P.O. No.	Terms	Account No.	Rep	Project
34718	Net 30	STE001	CH	0500-2160 La Motte Electrical Work

Qty	Description	Rate	Amount	VAT
1	Electrical Upgrade and repairs to La Motte Community Hall Please note : Variation price on original order is due to the Vat increase which came into effect as of 1st April 2018.	32,208.32	32,208.32	S15

VAT Summary			Subtotal	ZAR 32,208.32
Rate	ZAR VAT	ZAR NET	VAT Total	ZAR 4,831.25
S15@15.0%	4,831.25	32,208.32	Total	ZAR 37,039.57
TOTALS	4,831.25	32,208.32		
Banking Details: Standard Bank Cheque Account Tyger Manor Branch Code 050410 Account Number 073171344				

Overdue invoices will attract interest at the maximum rate of 2% per month from the first day in arrears.

Tax Invoice

Emerald Infrastructure
Solutions CC
PO Box 626
Edgemead
Western Cape
7407

Tax Date	Invoice No
06-Jul-2018	INV01883
Cust VAT Reg.	Company VAT Reg.
4700102181	4610257729

E-mail
admin@emerald-is.co.za

Phone #	087 150 0819 021 557 6950
Fax #	021 557 6950 086 616 0902

Invoice To	Ship To
STELLENBOSCH MUNICIPALITY PO Box 17 Stellenbosch 7599	La Motte Community Hall Franschoek

P.O. No.	Terms	Account No.	Rep	Project
	Net 30	STE001	CH	0500-2160 La Motte Electrical Work

Qty	Description	Rate	Amount	VAT
1	Electrical Upgrade to La Motte Community Hall variations to ensure building is compliant with legislative requirements REF: QCH2018011901 FQ/SM 102/18 Variation LED 5ft Decorative Fitting LED 5ft Fluorescent Tubes LED Emergency Light fittings 20A 1P Miniature Samite Circuit Breaker 60A 3P Main Samite Circuit Breaker Additional labour on site	55,138.26	55,138.26	S15

VAT Summary			Subtotal	ZAR 55,138.26
Rate	ZAR VAT	ZAR NET		
S15@15.0%	8,270.74	55,138.26	VAT Total	ZAR 8,270.74
TOTALS	8,270.74	55,138.26		
Banking Details: Standard Bank Cheque Account Tyger Manor Branch Code 050410 Account Number 073171344			Total	ZAR 63,409.00

Overdue invoices will attract interest at the maximum rate of 2% per month from the first day in arrears.



QCH2018011901 Rev.01 FQ/SM 102/18 Variation

2nd July 2018

Attention: Mr. Martin Slabber, Ms. Nicolene Hamilton
 Stellenbosch Municipality
 Supply Chain Management, 1st floor
 Plein Street, Stellenbosch
 By: E-mail Martin.slabber@stellenbosch.gov.za

Nicolene.Hamilton@stellenbosch.gov.za

Dear Martin, Nicolene

RE: Emerald Infrastructure Quotation for the Stellenbosch Municipality Tender Number: FQ/SM 102/18 Electrical Upgrade at La Motte Community Hall - Variations

Further to your request for pricing we take pleasure in submitting our detailed proposal for your favourable consideration.

COMPANY OVERVIEW

Emerald Infrastructure Solutions is a specialist supplier and service provider of infrastructure to business's covering backup power, electrical and cooling solutions. We offer a full turnkey solution ensuring you that your business is covered by a service provider who has all the skills necessary to keep your operation running at all times.

Emerald Infrastructure Solutions is a Value Added Reseller and service partner of Schneider & Eaton Power Quality in South Africa promoting, selling and servicing the extensive range of power quality and power distribution product ranges. Our fully trained sales and service personnel are ready to help your every backup power need.

Our extensive offering covers sales and service of the following main product line:

- Electrical reticulation from medium voltage to equipment
- Enclosed busbar systems
- Backup diesel generators
- Uninterruptible power supplies, both AC and DC systems
- Precision cooling for data centers, comfort cooling for offices
- Energy management for efficiency
- Raised access flooring for data centers
- Access control systems
- Fire detection and suppression systems

Our service offering:

- 24 hour support
- Fully trained support personnel available 24/7
- Full HSSE compliance
- All workmanship guaranteed
- Energy efficiency management
- Service level agreements

Emerald Infrastructure Solutions cc
 PO Box 626, Edgemead, 7407
 Unit 2A EFM Business Park, 65 Lauda Road, Killamey Gardens, Cape Town
 Reg. No. 2002/035762/23



Tel: +27 87 150 0819
 Fax: 086 616 0902
 Mobile: +27 71 478 3527
 E-mail: admin@emerald-is.co.za

Detailed Proposal

Your requirement called for the complete upgrade of La Motte Community Hall, whilst we have offered a proposal to do so, we were advised to ensure that we attend to all the necessary and additional electrical works that would require repairs or replacement of such to ensure that the site is fully compliant in order to issue a Certificate of Compliance.

The initial proposal had an allowance of 4 days on site in order to attend to what was originally requested. However, we have spent an additional fifteen days on site, have replaced various 5ft Fluorescent fittings, additional single pole breakers as well as three pole breaker, rewiring of additional DB boards. i.e The DB board in the kitchen had to be complete required as there was an incorrect phase rotation which was causing plug sockets to trip.

ITEM	QTY	DESCRIPTION	UNIT PRICE EX VAT	UNIT	TOTAL PRICE EX VAT
1	1	Additional electrical materials required	R 3 878.26	LUMP	R 3 878.26
		LED 5ft Decorative Fitting			
		LED 5ft Fluorescent Tubes			
		LED Emergency Light fittings			
		20A 1P Miniature Samite Circuit Breaker			
		60A 3P Main Samite Circuit Breaker			
2	11	Additional labour on site	R 4 660.00	P/Day	R 51 260.00
			Sub – Total :		R 55 138.26
Work is complete!			Vat @ 15% :		R 8 270.74
			Total :		R 63 409.00

Exclusions:

We have not allowed for any Necessary Load Testing on Site, any extra AC input and output cabling to and from the Building, not allowed for on above quote. No batteries, cabinets or enclosures, have been allowed for. We have not allowed for any extra COC requirements outside the scope of work above. Any extra component replacement is not allowed for. We have not allowed for works to be done on Saturdays, Sundays and Public Holidays. We have not allowed for the Supply of a Temporary Power Supply Loan unit for the station. Standing time on site is chargeable and will be invoiced separately to order. Although Emerald Infrastructure Solutions is fully compliant, we have not allowed for the preparation and submission of a Health & Safety file. Should you require a price for the above, we will be happy to provide you a cost complete with COC as we have a full electrical department in our organization fully capable to undertake this work and experienced in working in the IT market sector.

Terms and conditions of sale

Prices quoted are valid for **30 days** from date hereof Subject to the following:

Please note that the pricing is subject to current ROE, \$1= R 13.40

Please note that the pricing is further based on the Rand Dollar Exchange and subject to Increased Metal pricing.

All prices quoted exclude VAT.

Delivery is currently **2 – 4 Working Weeks** from date of your Purchase Order, Subject to Prior of Sale

Terms are payable 30 days from date of Statement

All goods remain the property of Emerald Infrastructure Solutions unless paid in full.

Emerald Infrastructure Solutions will not be held responsible for any consequential damages, direct or indirect.

Risk in the equipment will pass to the client on delivery to the client, at the clients premises, or when collected by the client or his agent at our premises.

Although Emerald Infrastructure Solutions are fully compliant with the OHS Act, we have not included for the preparation and submission of a Health and Safety file.

Cancellation of orders will attract a penalty of 15% of the value of the order.

Should you require any additional information or have any questions please do not hesitate to contact the writer.

We trust you find favour in our proposal and assure you of best attention at all times.

Yours sincerely

Clive Hampshire

(Sales Consultant)

Cell: 063 689 7481

Office: 087 150 0819

Email: clive.h@emerald-is.co.za

Emerald Infrastructure Solutions cc

Co Reg No. 2002/037562/23





Annexure 1
DEPARTMENT OF LABOUR
OCCUPATIONAL HEALTH AND SAFETY ACT, 1993
CERTIFICATE OF COMPLIANCE

Certificate of compliance in accordance
with regulation 7(1) of the Electrical
Installation Regulations, 2009.

CERTIFICATE NO.

NM1101585

Certificate type (tick appropriate block)

Initial
Certificate

Supplementary
Certificate

Supplement No.: to Initial Certificate No.: as issued on:

Identification of the relevant electrical installation

(Address or other unique reference, where applicable)

Physical address: Cnr. Bergendal & Akkerhout Streets

Name of building: La Motte Community Hall GPS Coordinates:

Suburb / Township: La Motte Pole number:

District / Town / City: Franchoek Erf / Lot No:

Declaration by registered person

I, Llewellyn Daniels (ID No.: 7903215061084)

a registered person, declare that I have personally carried out the inspection and testing of the electrical installation described in the attached test report as per the requirements of:

(Tick appropriate box)

a) electrical installation regulations 9(2) (a) (new electrical installation); or

b) electrical installation regulations 9(2) (b) (existing electrical installation); or

c) electrical installation regulations 9(2) (c) (new part to existing installation)

and deem the installation to be reasonably safe when properly used.

I have entered the number of this certificate on the attached test report(s).

I declare that the persons responsible for the design, specification, procurement, construction commissioning and inspection and test have completed the relevant sections of the test report.

Registered person registration number: IE 32893 Date of registration: 22/9/2014

Type of registration: (Tick appropriate box)

Electrical tester for single phase Installation electrician Master installation electrician

Signature: [Signature] Date:

Contact details of registered person:

Address: 24 Shida Street, Avonwood, Elsie's River

Tel. No.: 021 8255854 Fax No.: 086 297 6017

Cell No.: 073 2699156 Email: lewyz103@gmail.com

NOTE: 1. This certificate is not valid unless all the sections have been completed correctly and the test report in the format approved by the chief inspector is attached.

2. This certificate will be invalid if any corrections have been made.

Declaration by electrical contractor

I, Llewellyn Daniels (ID No.: 7903215061084)

declare that the electrical installation has been carried out in accordance with the requirements of the Occupational Health and Safety Act, 1993, and regulations made thereunder.

Electrical contractor registration number: WC02109 Date of registration: 17/4/2015

Signature: [Signature]

Contact details of electrical contractor: Name: Emerald Infrastructure Solutions

Address: Unit 2A EFM Business Park, 65 Louisa Road, Killarney Gardens

Tel. No.: 021 557 6950 Fax No.: 086 616 0902

Cell No.: 073 2699156 Email: llewellyn.d@emerald-is.co.za

☎ 011 392 0000

Certificate of
Compliance (CoC) No. 1101585

Date of issue: 8/6/2018

Additional pages added Yes No

TEST REPORT for ELECTRICAL INSTALLATIONS (To SANS 10142-1)

NOTE 1 In terms of South African legislation, the user or lessor is responsible for the safety of the electrical installation.

NOTE 2 This report covers only that part of the installation described in section 3.

NOTE 3 This report covers the circuits for fixed appliances, but does not cover the actual appliances, for example stoves, geysers, air conditioning and refrigeration plant and lights.

NOTE 4 Medical and hazardous locations require additional test reports (see 8.8.2 and 8.8.3.)

NOTE 5 Enter the required information or tick the appropriate block.

SECTION 1 - LOCATION (Only required if not provided on Certificate of Compliance)

Physical address:

Name of building:

SECTION 2 - INSTALLATION

Existing Certificate No Yes Date issued: Number:
 Existing installation Alteration / Extension New installation Temporary installation

 Type of installation: Residential Commercial Industrial Common area for multiple users (Sectional title)
 Other Describe:

Type of electricity supply system:

 TN-S TN-C-S TN-C TT IT
Supply earth terminal provided: Yes No

Characteristics of supply:

Voltage: 230 V 400 V 525 V Other: VNumber of phases: One Two Three Phase rotation: Clockwise AnticlockwiseFrequency: 50 Hz Other: d.c.Prospective short-circuit current at point of control (PSCC): 1,599 kA How determined? Calculated Measured From supplier

Main switch type:

 Switch disconnector (on-load isolator) Fuse switch Circuit-breaker Earth leakage circuit-breaker

 Earth leakage switch disconnector
Number of poles: 3 Current rating: 63 A Short-circuit/withstand rating: 6 kARated earth leakage tripping current / Δn : 30 mA Other: mASurge protection (see 6.7.6 and annex L): Yes NoIs alternative power supply installed (see 7.12.)?: Yes NoIs any part of the installation a specialized electrical installation?: Yes No

If yes, complete additional test reports (see 8.8.2 or 8.8.3).

Is any part of the installation at a voltage above 1 kV?: Yes No

If yes, competent person to approve design and complete additional test reports (see 8.6.3 and SANS 10142-2).

Is this installation one of five or more on the same new supply?: Yes No

If yes, name of the competent person who supervised the installation (see 8.2.3).

SECTION 3 - DESCRIPTION OF INSTALLATION COVERED BY THIS REPORT

(Add additional pages, specification references or drawings (layout of installation on premises), etc., where applicable)

Electrical upgrade at La Motte Community Hall on behalf of Stellenbosch Municipality

NUMBER OF CIRCUITS OR POINTS COVERED BY THIS REPORT

Circuits	Existing installation			New/alterd/temporary installation		
	Main distribution board	Sub-distribution boards		Main distribution board	Sub-distribution boards	
Lighting circuits				—	2	
Lighting points				—	51	
Socket-outlet circuits				—	—	
Socket-outlets				—	—	
Three-phase socket-outlet circuits				—	—	
Three-phase socket-outlets				—	—	
Socket-outlets for critical application circuits				—	—	
Socket-outlets for critical applications				—	—	
Mixed circuits (number of)				—	—	
Motor circuits				—	—	
Control circuits				—	—	
Air-conditioning circuits				—	—	
Motor controlled assembly circuits				—	—	
Transformer circuits:				—	—	
	Lighting			—	—	
	Bell			—	—	
	Other			—	—	
Heating circuits				—	—	
Fan circuits				—	—	
Elevator / escalator circuits				—	—	
Signage circuits				—	—	
Fixed appliance circuits:				—	—	
	Cooking			—	—	
	Geyser			—	—	
	Pool pump			—	—	
	Borehole pump			—	—	
	Other			—	—	
Earth leakage:				—	—	
	Main Switch			—	—	
	Only socket-outlets			—	—	
Overhead busbars				—	—	
Alternative power supply connections				—	—	
Other circuits				—	—	

SECTION 4 - INSPECTION AND TESTS (new and existing installations)

Additional tests added Yes No N/A

Inspection	Existing Installation	New / altered / temporary installation
<i>NOTE Answer "Yes" or "N/A". The report shall not be issued if any "No" answers appear.</i>		
1. Accessible components are correctly selected.		Yes
2. All protection devices are of correct rating		Yes
3. All protection devices are capable of withstanding the prospective fault level.		Yes
4. Conductors are of the correct rating and current-carrying capacity for the protective devices and connected load.		Yes
5. Components have been correctly installed.		Yes
6. Disconnecting devices are correctly located and all switchgear switches the phase conductors.		Yes
7. Different circuits are separated electrically.		Yes
8. Connection of conductors and earthing and bonding are mechanically sound.		Yes
9. Connection of conductors and earthing and bonding are electrically continuous.		Yes
10. Circuits, fuses, switches, terminals, earth leakage units, circuit-breakers, distribution boards are correctly and permanently marked or labelled.		Yes
11. Where an electrical circuit passes through a fire barrier, the integrity of the fire barrier has been maintained.		Yes
12. Safety and emergency lighting and signs are functioning correctly.		Yes
13. (a) in the case of new installations or additions or alterations to existing installations, the new, added or altered installation complies with this part of SANS 10142, or		Yes
(b) in the case of installations which existed prior to the publication of this edition of SANS 10142, the installation complies with the general safety requirements in this edition of this part of SANS 10142 and is reasonably safe.		N/A
<i>Note 1 indicate (a) or (b) or (a) and (b) on the test report. Note 2 indicate N/A in the case of (a) or (b), where applicable</i>		N/A
14. Where an alternative supply is installed, it complies with the requirements in respect of connections, change-over switch and indicator.		N/A
15. Is the position of the readily accessible earthing terminal for earth connections of other services by installers of such services (see 6.11.5) indicated on the distribution board (see 6.6.1.21 (e))?		N/A

Tests	Units	Instrument	Readings / Results					
			Existing installation			New / altered / temporary installation		
1. Continuity of bonding	Ω	T1832						0,2 Ω
2. Resistance of earth continuity conductor	Ω	T1832						0,2 Ω
3. Continuity of ring circuits (if applicable)	—	N/A						—
4. Earth loop impedance test: at main switch	Ω	T1825						0,48 Ω
5. Prospective short-circuit current at point of control (PSCC) for sub-distribution boards. Indicate: <input type="checkbox"/> kA <input type="checkbox"/> Calculated <input type="checkbox"/> Measured <input type="checkbox"/> From supplier		T1825						0,59 Ω
6. Elevated voltage between incoming neutral and external earth (ground)	V	T1881						0V
7. Earth resistance at electrode (if required)	Ω	T1805						0,5 Ω
8. Insulation resistance	M Ω	T1832						∞
9. Voltage at main distribution board with no load for each phase to neutral	V	T1825	R	Y	B	R 29V	Y 220V	B 222V
10. Voltage at main distribution board with load (as calculated for full load) for each phase to neutral	V	T1825	R	Y	B	R 2,15V	Y 216V	B 218V
11. Voltage at available load (worst condition as calculated for full load) for each phase to neutral	V	T1825	R	Y	B	R 2,6V	Y 216V	B 215V
12. Operation of earth leakage units	mA	Manual						30 mA
13. Operation of earth leakage test button	—	Manual	correct			correct		Yes
14. Polarity of points of consumption	—	TEL 1, TLB	correct			correct		Yes
15. Phase rotation at points of consumption for three-phase systems	—	T887	correct			correct		Yes

Comments: If any changes are made to this installation, a supplementary certificate needs to be issued. Failure to do so will render this certificate invalid.

Comments on parts of the installation not covered by this report:

SECTION 5 - RESPONSIBILITY

NOTE – For existing installations, complete only 5.4. For new/alterd/temporary installations, if no signature appears in 5.1 to 5.3 the signatory of 5.4 takes responsibility. Where there are five or more installations on the same supply, a competent person signs 5.5

5.1 DESIGN. I, being the person responsible for the DESIGN of the electrical installation, particulars of which are described in section 3 of this form, CERTIFY that the work for which I have been responsible, is to the best of my knowledge and belief in accordance with the relevant legislation. The extent of my liability is limited to the installation described in section 3 of this form.
For the DESIGN of the installation:

Name (in block letters): Position:
 Address:
 Signature:
 Profession Registration No.: (where applicable) Date:

5.2 MATERIAL SPECIFICATION / PROCUREMENT. I/We, being the person(s) responsible for the MATERIAL SPECIFICATION / PROCUREMENT for the electrical installation, particulars of which are described in section 3 of this form, CERTIFY that the equipment that I/we have procured, is to the best of my/our knowledge and belief in accordance with the relevant legislation. The extent of liability of the signatory is limited to the installation described in section 3 of this form.

For the MATERIAL SPECIFICATION / PROCUREMENT:
 Name (in block letters): Position:
 For and on behalf of: Address:
 Signature:
 Date:

5.3 CONSTRUCTION. I/We, being the person(s) responsible for the CONSTRUCTION of the electrical installation, particulars of which are described in section 3 of this form, CERTIFY that the work for which I/we have been responsible, is to the best of my/our knowledge and belief in accordance with the relevant legislation. The extent of liability of the signatory is limited to the installation described in section 3 of this form.

For the CONSTRUCTION of the installation:
 Name (in block letters):
 For and on behalf of contractor:
 Signature: Date:

5.4 INSPECTION AND TESTS. I, being the person responsible for the INSPECTION AND TESTING of the electrical installation, particulars of which are described in section 3 of this form, CERTIFY that the inspection and testing were done in accordance with this part of SANS 10142, that the results obtained and reflected on this report are correct and indicate

(for installation work performed since the publication of this part of SANS 10142), compliance with this standard or
 (for an installation that existed before the publication of this part of SANS 10142), that the installation complies with the general safety principles of this standard and is reasonably safe.
 The extent of my liability is limited to the installation described in section 3 of this form.

Name of registered person: Llewellyn Daniels Registration Certificate No.: IE 32893
 (in block letters)
 Type of registration: Master installation electrician Installation electrician Single-phase tester
 Signature: [Signature] Date 2/9/2016
 Tel. No.: 073 2699156

5.5 COMPLIANCE OF INSTALLATION FROM COMMENCEMENT TO COMMISSIONING. I, being the person responsible to ensure that the electrical installation, particulars of which are described in section 3 of this form and which is one of five or more installations on the same supply, CERTIFY that the installation was done in accordance with SANS 10142-1.

<input type="checkbox"/> An Approved inspection Authority for electrical installations	Chief Inspectors's Registration No.:
<input type="checkbox"/> A competent person as defined	Indicate competency
<input type="checkbox"/> A professionally registered person	Category of professional registration: Registration No.:
Name (in block letters):	Address:
Signature:



QCH2018011901 FQ/SM 102/18 Electrical Upgrade at La Motte Community Hall

19th January 2018

Attention: Mr. Martin Slabbert, Ms. Nicolene Hamilton
 Stellenbosch Municipality
 Supply Chain Management, 1st floor
 Plein Street, Stellenbosch

By: E-mail Martin.slabbert@stellenbosch.gov.za Nicolene.Hamilton@stellenbosch.gov.za

Dear Martin, Nicolene

RE: Emerald Infrastructure Quotation for the Stellenbosch Municipality Tender Number: FQ/SM 102/18 Electrical Upgrade at La Motte Community Hall

Further to your request for pricing we take pleasure in submitting our detailed proposal for your favourable consideration.

COMPANY OVERVIEW

Emerald Infrastructure Solutions is a specialist supplier and service provider of infrastructure to business's covering backup power, electrical and cooling solutions. We offer a full turnkey solution ensuring you that your business is covered by a service provider who has all the skills necessary to keep your operation running at all times.

Emerald Infrastructure Solutions is a Value Added Reseller and service partner of Schneider & Eaton Power Quality in South Africa promoting, selling and servicing the extensive range of power quality and power distribution product ranges. Our fully trained sales and service personnel are ready to help your every backup power need.

Our extensive offering covers sales and service of the following main product line:

- Electrical reticulation from medium voltage to equipment
- Enclosed busbar systems
- Backup diesel generators
- Uninterruptible power supplies, both AC and DC systems
- Precision cooling for data centers, comfort cooling for offices
- Energy management for efficiency
- Raised access flooring for data centers
- Access control systems
- Fire detection and suppression systems

Our service offering:

- 24 hour support
- Fully trained support personnel available 24/7
- Full HSSE compliance
- All workmanship guaranteed
- Energy efficiency management
- Service level agreements

Emerald Infrastructure Solutions cc
 PO Box 626, Edgemoed, 7407
 Unit 2A EFM Business Park, 65 Lauda Road, Killarney Gardens, Cape Town
 Reg. No. 2002/035762/23



Tel: +27 87 150 0819
 Fax: 086 616 0902
 Mobile: +27 71 478 3527
 E-mail: admin@emerald-is.co.za

Stellenbosch Municipality Tender Number: FQ/SM 102/18					
Electrical Upgrade at La Motte Community Hall					
ITEM	QTY	DESCRIPTION	UNIT PRICE	UNIT	TOTAL PRICE EXCL VAT
1a	1	20W OPPL LED Flood 220Vac Cool White (Front Door)	R 237.65	Each	R 237.65
1b	5	10W (20W) OPPL LED Flood 220Vac Cool White (Side Rear Door)	R 237.65	Each	R 1,188.25
1c	6	Galvanised Steel Outer Cage for above Six Flood Lights	R 411.77	Each	R 2,470.62
1d	1	GEWISS (GW27831) 1L 1WAY IP55 By-Pass Switch and Enclosure	R 127.06	Each	R 127.06
1e	1	SPECTRUM MS10 Day Night Switch for above Flood Lights	R 148.09	Each	R 148.09
1f	1	PVC Bulkhead Fitting (Econo Super 60W) to house Spectrum Day Night	R 28.24	Each	R 28.24
2a	27	25W 5FT OPPL LED Performer T8 Tubes 1500mm 3000K Cool White	R 61.18	Each	R 1,651.86
2b	5	18W 4FT OPPL LED Performer T8 Tubes 1200mm 3000K Cool White	R 51.42	Each	R 257.10
2c	9	9W LED BC22 LAMPS for Stage Area, Centre Hall and Bowl Galleries	R 46.00	Each	R 414.00
2d	2	PVC Bowl and Gallery PVC 6" Inch for Side Area of Stage	R 17.65	Each	R 35.30
2e	4	5.3W LED BC22 LAMPS for Emergency Exit Lights in Hall Area	R 46.00	Each	R 184.00
2f	2	Cable Flat T win & Earth 1.5mm White 100M Roll for above Lighting	R 622.75	Each	R 1,245.50
3a	1	CRABTREE Double Plug Socket 230Vac 15A White Classic Loft Area	R 71.23	Each	R 71.23
3b	1	CRABTREE White Coverplate SSO CT Classic Steel Classic Loft Area	R 13.02	Each	R 13.02
3c	1	Wonder Box Extension PVC 4x4 without Knockouts Loft Area	R 11.77	Each	R 11.77
3d	1	20M Cable Flat T win & Earth 2.5mm White for above Power Socket Loft	R 194.25	M	R 194.25
4	1	SF3-G3-80 80A Main Circuit Breaker CBI Samite 3P 5.0kA White Toggle	R 1,071.53	Each	R 1,071.53
5	5	Cable Armoured 16mm 4 Core Main Supply - Incomer JB & Main DB	R 122.79	M	R 613.95
6	5	10mm BCE Bare Copper Earth - Incomer JB & Main DB	R 174.24	M	R 871.20
7	1	Earth Spike Copper 8ft (2,4M) to replace existing earth spike	R 162.50	M	R 162.50
8	1	Earth Spike Clamp Brass to replace existing earth spike	R 12.95	Each	R 12.95
9	1	Earth Spike Striker Pin Copper to replace existing earth spike	R 66.25	Each	R 66.25
10	1	Contingencies - Various Screws, Wall Plugs, Cable Ties, Crimping lugs, Crimping Ferrules, Steel Cable Glands, Shrouds	R 800.00	Each	R 800.00
11	2	Hire Per Day of 20M High Scaffold, with 5 x Boards and lockable Wheels	R 400.00	Each	R 800.00
12	1	COC - Certificate of Compliance	R 1,250.00	Each	R 1,250.00
13	30	Labour and Installation for all Electrical Work including COC, Neaten up both DB's, Remount White Isolator & 4x4 Plug Socket & Earth Spike	R 550.00	Hr	R 16,500.00
14	3	Transport and Fuel to and from site (Cape Town - Stellenbosch) R5,50 per km (54km x 2 = 108km)	R 594.00	Hr	R 1,782.00
EX STOCK CAPE TOWN, 2 - 4 WORKING WEEKS. SUBJECT TO PRIOR OF SALE. ALL EMERALD TERMS & CONDITIONS APPLY PRICING EX VAT & VALID FOR 30 DAYS					
CAPE TOWN			Subtotal Excl. VAT :		R 32,208.32
Production Period: 2 - 4 Working Weeks			VAT @ 14%		R 4,509.16
			Total Incl. VAT		R 36,717.48

Detailed Proposal

Your requirement calls for the Complete Electrical upgrade at La Motte Community Hall, Franschhoek, as per SANS 10142. Flood lights outside building, day night and bypass switch. Fluorescent Lighting to be removed and replaced with 220Vac LED Retrofit tubes. Single lamp fittings to be replaced with LED lamps. Exit lights to be checked and repaired. DB Boards to be repaired, Main Circuit breaker to be replaced. Plug Sockets, Isolators to be repaired neatened up. Certificate of Compliance for all new electrical work.

SUBTOTAL EX VAT:	R 32,208.32
VAT @ 14%:	R 4,509.16
TOTAL INCL VAT:	<u>R 36,717.48</u>

Exclusions:

We have not allowed for any Necessary Load Testing on Site, any extra AC input and output cabling to and from the Building, not allowed for on above quote. No batteries, cabinets or enclosures, have been allowed for. We have not allowed for any extra COC requirements outside the scope of work above. Any extra component replacement is not allowed for. We have not allowed for works to be done on Saturdays, Sundays and Public Holidays. We have not allowed for the Supply of a Temporary Power Supply Loan unit for the station. Standing time on site is chargeable and will be invoiced separately to order. Although Emerald Infrastructure Solutions is fully compliant, we have not allowed for the preparation and submission of a Health & Safety file. Should you require a price for the above, we will be happy to provide you a cost complete with COC as we have a full electrical department in our organization fully capable to undertake this work and experienced in working in the IT market sector.

Terms and conditions of sale

Prices quoted are valid for **30 days** from date hereof Subject to the following:

Please note that the pricing is subject to current ROE, \$1= R 13.40

Please note that the pricing is further based on the Rand Dollar Exchange and subject to Increased Metal pricing.

All prices quoted exclude VAT.

Delivery is currently **2 – 4 Working Weeks** from date of your Purchase Order, Subject to Prior of Sale

Terms are payable 30 days from date of Statement

All goods remain the property of Emerald Infrastructure Solutions unless paid in full.

Emerald Infrastructure Solutions will not be held responsible for any consequential damages, direct or indirect.

Risk in the equipment will pass to the client on delivery to the client, at the clients premises, or when collected by the client or his agent at our premises.

Although Emerald Infrastructure Solutions are fully compliant with the OHSA Act, we have not included for the preparation and submission of a Health and Safety file.

Cancellation of orders will attract a penalty of 15% of the value of the order.

Should you require any additional information or have any questions please do not hesitate to contact the writer.

We trust you find favour in our proposal and assure you of best attention at all times.

Yours sincerely

Clive Hampshire

(Sales Consultant)

Cell: 063 689 7481

Office: 087 150 0819

Email: clive.h@emerald-is.co.za

Emerald Infrastructure Solutions cc

Co Reg No. 2002/037562/23

12.1.3	CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY AURECON SOUTH AFRICA (PTY) LTD: TEMPORARY RELOCATION AREA (TRA), WATERGANG, KAYAMANDI
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

12 June 2020

1. SUBJECT: CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY AURECON SOUTH AFRICA (PTY) LTD: TEMPORARY RELOCATION AREA (TRA), WATERGANG, KAYAMANDI

2. PURPOSE

To provide information regarding the irregular expenditure incurred for investigation by MPAC and to be recommended to and consideration by Council to write-off the irregular expenditure as irrecoverable in terms of the MFMA Section 32 (2). The irregular expenditure with regard to the appointment of the electrical consultant due to the change in layout of the temporary housing units (TRA houses).

3. DELEGATED AUTHORITY

Council to write-off the irregular expenditure as irrecoverable as the specific nature of the breach is a breach of the procurement process, not impacting in any significant way on the essential fairness, equity, transparency, competitiveness or cost effectiveness, for the payment of Aurecon South Africa (Pty) Ltd.

4. EXECUTIVE SUMMARY

During December 2017, the contractor was appointed to construct 332 temporary housing units. The construction of the units commenced in January 2018.

5. RECOMMENDATION

FOR CONSIDERATION

6. DISCUSSION

At this stage, the implementation of the electrical network was near completion. It should be noted that Aurecon South Africa (Pty) Ltd worked on the project for a significant number of months from the date of appointment. In order to complete/finalise the project it was in the best interest of the Municipality to retain the services of Aurecon South Africa (Pty) Ltd.

Therefore, in compliance with S116 (3)(a) of the MFMA the scope and specifications of the original appointment was amended. The reasons for the amendment was as follows:

- (a) The project was delayed due community unrest that took place on 22 May 2018. All service providers and consultants were requested to move off-site as result of the unrest.

- (b) The consultant has been working on the project notwithstanding the service provider has been off-site for almost five (5) months. This work by the consultants included factory inspection, site meetings, and witnessing of tests done at the factory for the Mini-sub and kiosks. The contract management aspect of the project had to continue irrespective of whether the service provider is on site or not.
- (c) It is therefore not practical or cost effective for Stellenbosch Municipality to appoint new service providers for the change in specifications as the service provider has not defaulted on the initial appointment.

Council approved on 31 October 2018 the change of scope for the project, as **ANNEXURE 1**. However on-site conditions required a further change of scope in the sense that the approved design did not match the construction on site. It must be remembered that the completed platforms for the temporary units was vandalised by the community to the extent that some of the terraces were also damaged. This occurrence was continuing throughout the construction period. This also negatively impacted on the approved and partially installed electrical design and - network. Therefore, an amendment to the approved electrical network had to be made as the position of some of the electrical kiosks had to be re-designed.

7. FINANCIAL IMPLICATIONS

The costs of the amendments to the electrical network and - design is R92 106.19 which is 7% of the total project cost. There were sufficient funds available on u-key 20180711006431.

8. LEGAL IMPLICATIONS

The recommendations in this report comply with Council's policies and all applicable legislation

Supply Chain Management Policy, 4.36.1a (i)

Supply Chain Management Policy, 4.36.b

Supply Chain Regulation 36(1)

MFMA Section 32(2)

9. RISK IMPLICATIONS

If the project was not completed timeously it would have been community rest due to the fact that the families that were relocated into the TRA's had electricity in their informal structures.

10. CONCLUSION

It is acknowledged that there were minor breaches of the procurement processes. If the process was followed correctly however, the outcome and cost would have been identical. Council incurred no loss during this process and there was no intentional disregard of Council's procurement processes. It is therefore requested that the irregular expenditure be written off as irrecoverable because the services were rendered.

11. COMMENTS FROM THE MUNICIPAL MANAGER

Service rendered was unavoidable due to vandalism that took place. Council received the service and the project could be completed. This was unforeseen and the extent of damages was established once on-site which lead to additional cost. Support the write-off of the debt as it was unavoidable and not due to negligence or poor planning.

MPAC MEETING: 2020-06-04: ITEM 5.3

MPAC took note of the circumstances as described in the report. During the discussion of the matter, the following question for clarity was posed by MPAC; the Administration's response is included in brackets:

Did the building contractor also ask for additional money due to the delay? And why was only the consulting engineers compensated and not the building contractor whilst both were subject to the delay? (In this instance only the design aspect was affected; two separate contracts were involved; hence handled through separate processes).

RECOMMENDATIONS FROM MPAC TO COUNCIL: 2020-06-04: ITEM 5.3

- (a) that Council takes note of the circumstances as provided in the report;
- (b) that Council certifies the irregular expenditure to the amount of R 92 106.19 (VAT inclusive) to Aurecon South Africa (Pty) Ltd as irrecoverable and that this amount be written off;
- (c) that Council notes that the service was necessary and the expenditure unavoidable to complete the project due to vandalism; and
- (d) that Council writes off the irregular expenditure as irrecoverable in terms of the MFMA Section 32 (2).

FOR FURTHER DETAILS CONTACT:

NAME	Lester van Stavel
POSITION	Manager: Housing Development
DIRECTORATE	Planning & Economic Developments
CONTACT NUMBERS	021 808 8462
E-MAIL ADDRESS	lester.vanstavel@stellenbosch.gov.za
REPORT DATE	2020/05/15

ITEM 12.1.3

7.5.3	AURECON ELECTRICAL CONSULTANT FOR 332 TEMPORARY HOUSING PROJECT: CHANGE OF SCOPE
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Collaborator No: 612120
IDP KPA Ref No:
Meeting Date: 17 October 2018

1. SUBJECT: AURECON ELECTRICAL CONSULTANT FOR 332 TEMPORARY HOUSING PROJECT: CHANGE OF SCOPE

2. PURPOSE

To obtain the necessary authorization for the intended amendment of a contract concluded with Aurecon.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

On 22 May 2018, the entire site which was earmarked to build temporary units in Kayamandi was destroyed by certain community members. This resulted in additional cost and specification changes that exceed the allowed 20% in term of Circular number 62/2012 (National Treasury) as mentioned in paragraph 6.4.3.

21ST COUNCIL MEETING: 2018-10-31: ITEM 7.5.3

The Deputy Executive Mayor, Cllr N Jindela, acted as Executive Mayor for the duration of the meeting in the absence of the Executive Mayor, Ald G Van Deventer (Ms).

RESOLVED (nem con)

- (a) that Council notes, in terms of MFMA Section 116(3), the reasons for the change of scope/specification of Aurecon;
- (b) that the tender amount (B/SM 28/16) be increased from R789 753.50 to R1 254 420.22;
- (c) that Council gives reasonable notice of intention to amend the contract or agreement in terms of section 116(3)(b)(i);
- (d) that the local community be invited to submit representatives to the Municipality in terms of section 116 (3)(b)(ii); and
- (e) that the Municipal Manager be authorized to conclude the contract or agreement after (d) above is finalized in terms of the applicable Act/Regulation.

FOR FURTHER DETAILS CONTACT:

NAME	Tabiso Mfeya
POSITION	<i>Director</i>
DIRECTORATE	<i>Planning & Economic Development</i>
CONTACT NUMBERS	<i>021 808 8491</i>
E-MAIL ADDRESS	<i>tabiso.mfeya@ Stellenbosch.gov.za</i>
REPORT DATE	<i>12 October 2018</i>

12.1.4	CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO ALIEN VEGETATION CLEARING SERVICES THAT WERE RENDERED BY IMPENTHANA PROJECTS AND MAINTENANCE CC
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good governance

12 June 2020

1. SUBJECT: CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO ALIEN VEGETATION CLEARING SERVICES THAT WERE RENDERED BY IMPENTHANA PROJECTS AND MAINTENANCE CC

2. PURPOSE

To obtain Council's approval regarding the irregular expenditure incurred for investigation by MPAC and to be recommended to and consideration by Council to write-off the expenditure in terms of the MFMA Section 32 (2).

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Services were rendered by Impenthana Projects and Maintenance CC, to Stellenbosch Municipality to the value of R116 400-13. The contractor was utilised for clearing alien vegetation on the NRM Project.

5. RECOMMENDATION

FOR CONSIDERATION

6. DISCUSSION

Alien vegetation clearing services were rendered by Impenthana Projects and Maintenance CC, to Stellenbosch Municipality from 19 August 2019 to the 28 August 2019 to value of R116 400-13. The services were rendered at Botmaskop Plantation over the aforementioned period (See **ANNEXURE A**).

Impenthana Projects and Maintenance CC was an appointed contractor on the Rates Tender BSM 7/19 who was instructed to do work for the NRM Project without an official order. The contractor was informed to commence clearing of alien vegetation at Botmaskop Plantation by Mrs Beverly September who was a contracted EPWP Administration worker. This instruction was given to her by Mr Leon Lourens. This instruction was given without the contractor receiving an official green order. Furthermore, the official responsible, Mr Leon Lourens, Superintendent: Environmental Management Implementation is currently suspended.

If the investigation confirms that the work was done by the contractor under false pretense and deliberate intent, then the official who instructed his subordinate to instruct the contractor to commence work, without a valid order number will be held liable for the services rendered for the amount of R116 400-13. A ratification was submitted to the relevant departments for approval (See **ANNEXURE B**).

7. FINANCIAL IMPLICATIONS

The contractor has provided evidence (supporting documents) of costs incurred for that work which was done without an official green order. The financial loss amounts R116 400-13. The official responsible can be held accountable for the expenditure.

8. LEGAL IMPLICATIONS

The recommendation in this report comply with Council's policies and all applicable legislation: MFMA Section 32(2).

- 8.1 Goods/services identified on this invoice was received;
- 8.2 As per the attached order, all goods and services are allocated to the specified budget vote;
- 8.3 Adequate funds are available on the Budget Vote.

9. COMMENTS**9.1 Manager: Supply Chain Management**

Official did not have delegation to appoint the service provider. Awarding of the contract was not in terms of Supply Chain Management prescripts and is thus an irregular expenditure.

9.2 Chief Financial Officer: Financial Services

The expenditure is irregular and must be reported to MPAC for further investigation. However, the service provider is on the approved panel for BSM 7/19 and the department confirmed that the service/ goods was received and that sufficient funds are available in their budget. I recommend that the service provider be paid for the service/ goods received and that the matter be reported to MPAC.

9.3 Municipal Manager

Proper procurement process was not followed by the official hence expenditure is regarded as irregular. Notwithstanding the above the service was rendered and satisfactory and contract was paid. Consequence management was instituted, and the process is currently on-going. Control measurements where put in place to prevent reoccurrence by proper signing off by supervisors.

MPAC MEETING: 2020-06-04: ITEM 5.4

MPAC took note of the circumstances as described in the report, and accepted the verbal explanation as given by the Administration.

RECOMMENDATIONS FROM MPAC TO COUNCIL: 2020-06-04: ITEM 5.4

- (a) that Council certifies the expenditure to the amount of R 116 400.13 (VAT inclusive) for services rendered by Impenthana Projects and Maintenance CC as irrecoverable and that it be written off; and
- (b) that Council writes off the irregular expenditure as irrecoverable in terms of the MFMA Section 32 (2).

ANNEXURES

Annexure A: Invoices

Annexure B: Ratification

ITEM 12.1.4



MEMORANDUM

COMMUNITY SERVICES DEPARTMENT

CHECK BEFORE SUBMISSION	YES	NO
REGISTERED ON SCM DATABASE If answer is NO follow the next step: - Register on SCM Database - Creditors form (SAMRAS)		
LETTER - SOLE SUPPLIER #		
ORIGINAL VALID TAX CERTIFICATE		
QUOTE/INVOICE ATTACHED		
BUDGET (SAMRAS)		
CASHFLOW		
SIGNATURES		

To / Aan : **MUNICIPAL MANAGER**
From / Van : **TAMMY LEIBRANDT**
Job Title / Postitel : **MANAGER: ENVIRONMENTAL MANAGEMENT**
Date / Datum : **11 OCTOBER 2019**
Re / Insake : **RATIFICATION: CLEARING OF ALIEN VEGETATION TO THE VALUE OF R 116 400-13**

1. PURPOSE

To obtain approval in terms of Supply Chain Management Policy, 4.36.1(b) to ratify any minor breaches of the procurement processes.

2. BACKGROUND

In terms of regulation 36 of the SCM Regulations, the accounting officer is responsible for deciding whether a particular breach of procurement processes is minor or material.

Services were rendered by Impenthana Projects and Maintenance CC, to Stellenbosch Municipality to the value of R116 400-13. The contractor was appointed by the Municipality to do clearing of alien vegetation against the Rates Tender BSM7/19.

Impenthana Projects and Maintenance CC, was instructed to do work for the NRM Project without an official order. The contractor was informed to start working (clearing of alien vegetation) at Botmaskop Plantation. Furthermore, the contractor was instructed by a EPWP contract worker, Mrs Beverly September who was instructed by Mr Leon Lourens. This instruction was given without the contractor receiving an official green order. Furthermore, the official responsible Mr Leon Lourens, Superintendent: Environmental Management implementation is currently suspended, pending an investigation.

In exercising this discretion the accounting officer must be guided by:

- a) The specific nature of the breach: is it simply technical in nature, not impacting in any significant way on the essential fairness, equity, transparency, competitiveness or cost effectiveness of the procurement process?

Ratification: IMPENTHANA PROJECTS AND MAINTENANCE CC: CLEARING OF ALIEN VEGETATION

Comment: The question cannot be answered pending an investigation.

3. DISCUSSION

- b) The circumstance surrounding the breach: are the circumstances justifiable or, at least, excusable?

Comment: Evidence was provided by the contractor and supporting documentation has been provided by Mrs Beverly September.

- c) The intent of those responsible for the breach: were they acting in good faith?

Comment: At this stage the question cannot be answered as the official is suspended. The Department is currently underway with a disciplinary case against Mr Leon Lourens.

4. FINANCIAL IMPLICATIONS

- d) The financial implication as a result of the breach: what was the extent of the loss or benefit?

Comment: The contractor has provided substantial evidence (supporting documents) of costs incurred for that work that was done without an official green order. The financial loss amounts R116 400-13. The official responsible can be held accountable for the expenditure.

5. RECOMMENDATION

- 5.1 If the investigation confirms that the work was done by the contractor under false pretense and deliberate intent, then the official that instructed his subordinate to inform the contractor to commence work will be held liable for the services rendered without a valid order number for the amount of R116 400-13.


 Tammy Leibrandt
 MANAGER: ENVIRONMENTAL MANAGEMENT


 Albert van der Merwe
 SENIOR MANAGER: COMMUNITY SERVICES

Noted any further comments:


 Albert van der Merwe
 ACTING DIRECTOR: COMMUNITY & PROTECTION SERVICES

Ratification: IMPENTHANA PROJECTS AND MAINTENANCE CC: CLEARING OF ALIEN VEGETATION

Noted any further comments:

Dalleel Jacobs
MANAGER: SUPPLY CHAIN MANAGEMENT

Jacobs

Date: 5/11/2019

Noted any further comments:

Official did not have Delegation to appoint
Service provider. Awarding of the contract was
not in terms of SCM prescripts and as thus
irregular.

Kevin Carolus
CHIEF FINANCIAL OFFICER

Date: _____

Noted any further comments:

Geraldine Mettler
MUNICIPAL MANAGER

Approved

Date: _____

Tammy Leibrandt

From: Zaliah Stoltenkamp <zaliah@impenthana.co.za>
Sent: Thursday, 03 October 2019 15:35
To: Tammy Leibrandt
Cc: eugene@impenthana.co.za
Subject: [EX] IMPENTHANA PROJECTS AND MAINTENANCE

Dear Tammy

Trust you well. My email refers to our telephone conversation of yesterday 02/10/2019.

Herewith detailed synopsis of events that has transpired.

1. Received telephone call from Amanda Batweni requesting workers certificates (health & safety/first aid etc.);
2. Received letter of appointment from Stellenbosch Municipality on the 07/03/2019;
3. During this period we were also called for a meeting regarding new contract and NRM was discussed / work packages explained and training was discussed. The officials has created an expectancy that the Stellenbosch Municipality would do the training themselves and that they were waiting on the necessary funding hence the reason why the initial work could not commenced;
4. On the 15th of March 2019 I emailed Amanda asking about the work packages which had to be sent to the contractors but to no avail on received it in April 2019;
5. We received telephone call from Amanda Batweni regarding the meeting on the Friday the 7th of June 2019 which we had to attend for the drawing of the various sites;
6. At this meeting we were told to do comply with the various items listed below in order for us to start work:
 - 6.1 To employ workers;
 - 6.2 Equipment to be purchased;
 - 6.3 Protective clothing to be purchased;
 - 6.4 Training was discussed and identified;
 - 6.5 Draw of the various plots by pulling from hat system;
7. In the meantime we did our medicals for each employer as well as training for our first aider;
8. Official induction was done on the 10/07/2019 as well as inspection of vehicle and company trailer;
9. We reported for duty on the 1st of August 2019 but were told that our order number was created but not signed;
10. We reported for duty again on the 8th of August 2019 whereby were received an official go ahead from Beverley September to start work on the Monday the 12 of August 2019;
11. On the 12th of August 2019 we reported for duty and received our site book / herbicide and yellow sticker for vehicle;
12. Due to rapid inclination of weather we could not start work that day and had to lay off for the whole week;
13. On the 19th of August 2019 we officially started working on our block until we were told to stop work by Beverley September on the 28/08/2019 at 13h20 – her reason was that we were not supposed to have started.

My thoughts pertaining to this contract inter-alia the manner in which this contract was handled is as follows:

The reason why the company has tendered for this particular contract is because of the social component it had. The framework not only allowed for job opportunities but also the upliftment of the poorest of the poor within our society. As a female entrepreneur I saw that we could coach, mentor and equip our people by giving them a daily wage to sustain their families for 3 (three) years.

We have done everything within our power to make sure we have all the necessary equipment / clothing etc so that we could successfully execute our daily tasks as per municipality rules and regulations.

Due to their procrastination we had taken it upon ourselves to send our manager for First Aid Training as this was another issue that could hamper our initial commencement of work.

So with the first aid training in the bag we could enter the field. Upon the induction training we officially signed our contracts with our people, medicals were done and protective clothing issued.

When we reported for duty on the 1st of August 2019 your office blatantly told us that the clothing we have purchased was incorrect and that NRM would supply their own – company had to forfeit the cost of the protective clothing. I was very disturbed because nothing was mentioned previously that NRM would supply their own protective clothing otherwise we would not have incurred the cost for the protective clothing. The day when our trailer was inspected and approved for work - Mr. Lourens pointed out that our work load mainly consisted of lopper work. However arriving on site we were flabbergasted when we saw the extent and maturity of the trees - there was no way that our EPWP workers could do this work with the loppers hence the reason why the company had to invest in buying 4 Husqvarna Chainsaws – another cost to company. My feel was that the density had to be identified prior to commencement of work. Even so, we were prepared to do our work and would not have disappointed the municipality.

Our official contracts with our workers was signed for the 1st of August 2019 and we had given them a 2 (two) week notice which terminated on the 13th of September 2019. Workers were paid up to the 13th of September 2019 – another cost to company.

With my experience and expertise in bush clearing / alien vegetation clearing or plot clearing as one should call it. There was no way that this NRM work could have kicked off without firstly the identification of the density and utmost important the training of EPWP workers with the skill in chainsaw operating because it is basically chainsaw work out in the field.

The mandate from Government was clear that we must earnestly look at poverty alleviation and I sincerely hope that this framework tender would have the sustainability that other municipalities take pride and delight in.

Tammy, should you require any information pertaining to cost to company please let me know as I have all the proof available for your perusal.

I want to thank you for giving me the opportunity to state my case and awaiting your response.

Warm Regards

Zaliah Stoltenkamp
Managing Director

For and on behalf of:

Impenthana Projects and Maintenance
12 Olive Drive, Milkpunt, Klipheuwel
PO BOX 5106, DURBANVILLE, 7550
Tel: (021) 971 3000 / 084 6618247
Email: zaliah@impenthana.co.za

*"True confidence does'nt come from perfection, it does'nt come from having no flaws.
True confidence come from knowing that God is with you!!"*

IMPENTHANA PROJECTS AND MAINTENANCE CC
 PO BOX 5106
 DURBANVILLE
 7551

VAT REG NO: 4450257953

Tax Invoice

Date 01/10/19

Page 1

Document No IN100113

STELLENBOSCH MUNICIPALITY
 PO BOX 17
 STELLENBOSCH
 7599

Deliver to
 B/SM 07/19
 Alien Clearing in the WC024
 area for a contract period end
 30/06/2021

Account	Your Reference	Tax Exempt	Tax Reference	Sales Code	Exclusive
STELLE		N			

Code	Description	Quantity	Unit	Unit Price	Disc%	Tax	Nett Price
PLOT	Plot Clearing Services = 50% claim for equipment protective clothing, diesel for vehicle, petrol for chainsaws consumables for contract	1.00		101 217.50		15.00%	101 217.50

Received in good order

Signed



Date 3.10.2019

© Sage South Africa (Pty) Ltd

Sub Total	101 217.50
Discount @ 0.00%	0.00
Amount Excl Tax	101 217.50
Tax	15 182.63
Total	116 400.13

Tax Invoice

TEDD Cutler Enterprises (Pty) Ltd



Paarden Eiland | 53 Section Street
Paarden Eiland
Cape Town
Tel: 021 510 5131 | Fax: 021 510 7864
email : sales@cutters.co.za

Pearl | 63 Jan Van Riebeeck Dr
Pearl
Tel/Fax : 021 862 8298
email : pearl@cutters.co.za

VAT Reg No . 4380182867
CK Reg NO : 2013/202399/07

website : www.cutters.co.za | www.twitter.com/CuttersSA | www.facebook.com/Cutters_SA

Impentham Projects and Maintenance P.O.Box 5106 DURBANVILLE 7850 Vat: 445 025 7953	Deliver to: Zafah - 084 661 8247	Document No: RW112210 Date: 20/08/19 Page: 1 Account No: C02190 Order / Quote Ref: Customer VAT Ref: Sales Code: S.001
------------------------------------------------------------------------------------------------	-------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------

Code	Description	Quantity	Unit price	Disc %	Tax %	Nett price
967082315	B1 C/SAW 61.5cc2.9KW 15"3/8 6.1kg 0.75L	4.00	6 173.91		15.00%	24 695.84
OIL/25L	CHAIN OIL 25L	1.00	695.65		15.00%	695.65

Paarden Eiland: (021) 510 5131 Pearl (021) 862 8298

Banking Details:

FNB - Willow Bridge. Branch Code 21 08 55 . Account No 62010212868

Claims for incorrect or short delivery will not be considered unless made within seven days from receipt of goods. Authorised returns for credit will be subject to a 18% handling fee. Terms strictly 30 days net for approve credit customers. Interest will be charged on overdue accounts. Goods remain the property of Cutters until paid in full.

Total nett price		28,086.94
Discount	0.00%	0.00
Amount excl tax		28,086.94
Tax		3,513.84
TOTAL		28,999.98

Handwritten signature and date:
20/08/19



NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank hereby confirms that the following payment instruction has been received:

Date Actioned : 21 August 2019
 Time Actioned : 09:30:41
 Trace ID : VDDSP3BRC5NF

Payer Details

Payment From : Miss Zelah A Stötenkamp - Business Cheque Account
 Cur/Amount : ZAR29,999.98

Payee Details

Recipient/Account No : 212889
 Name : Cutlers
 Bank : FNB/RMB
 Branch Code : 250655
 Reference : Imperithana Projects

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank website at fnb.co.za, select Contact Us+Tools and then select "Verify Payment" and follow the on-screen instructions.

Our customer (the payer) has requested FirstRand Bank Limited to send this notification of payment to you. Should you have any queries regarding the contents of this notice, please contact the payer. FirstRand Bank Limited does not guarantee or warrant the accuracy and integrity of the information and data transmitted electronically and we accept no liability whatsoever for any loss, expense, claim or damage, whether direct, indirect or consequential, arising from the transmission of the information and data.

1

Tax Invoice

TEDD Cutter Enterprises (Pty) Ltd



Paarden Eiland | 53 Section Street
Paarden Eiland
Cape Town
Tel: 021 510 5131 | Fax: 021 510 7884
email : sales@cutter.co.za

Paarl | 53 Jan Van Riebeeck Dr
Paarl
Tel/Fax : 021 882 8288
email : paarl@cutter.co.za

VAT Reg No : 4399182887
CK Reg NO : 2013/202388/07

website : www.cutter.co.za | www.twitter.com/CuttersSA | www.facebook.com/Cutters.SA

Impetuous Projects and Maintenance P.O.Box 5106 DURBANVILLE 7550 Val: 445 025 7853	Deliver to: Zefiah - 084 681 8247	Document No IN292719 Date 24/06/18 Page 1 Account No CD2190 Order / Quote Ref Customer VAT Ref Sales Code 50005
----------------------------------------------------------------------------------------------------	------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------

Code	Description	Quantity	Unit price	Disc %	Tax %	Nett price
NL/RN/27	NYLON LINE ROUND (2kg x 2.7mm +/- 340m)	20.00	278.26			
SHE-CAP100-90	HEAVY DUTY PRUNING LOPPER	10.00	850.00		15.00%	5 585.20
52 3511	HP 2 STROKE OIL 1L	1.00	126.78		15.00%	8 500.00
Oil 25L	CHAIN OIL 25L	2.00	572.68		15.00%	126.78
585077301	HELMET	2.00	476.07		15.00%	1 145.36
985877501	350BT HUSQVARNA BLOWER	1.00	6 402.63		15.00%	952.14
20183600121	MAXI BLADE S 200-26-25.4	5.00	234.36		15.00%	6 402.63
578443101	FILE HOLDER CLEARINGSAW BLAD	1.00	231.00		15.00%	1 171.80
505698120	VAT Rounding Account				15.00%	231.00
9992000					15.00%	0.01

Paarden Eiland: (021) 510 5131 Paarl (021) 882 8288

Banking Details:

FNB - Willow Bridge, Branch Code 21 08 55 . Account No 62010212889

Claims for incorrect or short delivery will not be considered unless made within seven days from receipt of goods. Authorised returns for credit will be subject to a 15% handling fee. Terms strictly 30 days nett for approve credit customers. Interest will be charged on overdue accounts. Goods remain the property of Cutters until paid in full.

Total nett price		24 084.92
Discount	0.00%	0.00
Amount excl tax		24 084.92
Tax		3 614.25
TOTAL		27 709.16



NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank hereby confirms that the following payment instruction has been received:

Date Actioned	: 12 Jun 2019
Time Actioned	: 14:24:55
Trace ID	: VODS5KQL48VF
Payer Details	
Payment From	: Miss Zillah A Stottenkamp - Business Cheque Account
CurlAmount	: ZAR9,113,48
Payee Details	
Name	: Pienaar Bros (Pty) Limited
Bank	:
Branch Code	:
Reference	: Impenhans Projects

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank website at fnb.co.za, select Contact Us+Tools and then select "Verify Payment" and follow the on-screen instructions.

Our customer (the payer) has requested FirstRand Bank Limited to send this notification of payment to you. Should you have any queries regarding the contents of this notice, please contact the payer. FirstRand Bank Limited does not guarantee or warrant the accuracy and integrity of the information and data transmitted electronically and we accept no liability whatsoever for any loss, expense, claim or damage, whether direct, indirect or consequential, arising from the transmission of the information and data.

LANYARDS 4U

P.O.Box 13400, N1 City, 7483, Goodwood
 Tel: 021 591 1333 Fax: 086 609 1949 / 021 591 1849

Invoice No. IN2019059

8

INVOICE

Customer

Name: Impenithana Projects and Maintenance
 Address: P O Box 5106
Durbanville, 7550

VAT#: 4450257963

Date: 02/07/2019
 Order No. Zallah
 Rep Merinda
 FOB CT

Qty	Description	Unit Price	TOTAL
20	Printing onto back of Conti Suit Jackets	R 12.50	R 250.00
1	Setup Costs	R 170.00	R 170.00
20	Printing onto back of T-Shirts	R 12.50	R 250.00
50	Embroidery onto Beanies (same design split colours)	R 26.91	R 1,345.50

PLEASE NOTE NEW BANKING DETAILS

Payment Details

LANYARDS 4U
FNB N1 CITY
BRANCH CODE: 260217
ACCOUNT NO: 62688190017
CHEQUE ACCOUNT

Sub Total	R 2,015.50
Shipping & Handling	R 0.00
TOTAL	R 2,015.50
Taxes	VAT R 0.00
TOTAL	R 2,015.50
TOTAL	2,015.50

Office Use Only

Thank you for your support

NOSA (Pty) Ltd
 Block A Centurion Office Park
 Hendrik Verwoerd Dr & Embankment Rd
 Centurion
 0157
 South Africa



Telephone 27872868222
 Website www.nosa.co.za
 Registration No. 2003/029513/07
 VAT number 4290219783
 Email finance@nosa.co.za

Impenthana Projects and
 Maintenance
 Po Box 5106
 Durbanville
 Western Cape
 South Africa

Impenthana Projects and
 Maintenance
 12 Olive Drive
 Mikipint
 Durbanville
 Western Cape
 South Africa

Tax invoice

Contact
 Your VAT number 4450257953

Acc No. IMP076
 Number 300INV-036857
 Invoice date 2019/06/13
 Page 1 of 1
 Sales order 300SO-026690
 Requisition QUO-07157-J6V9C8
 Your reference RED207467
 Sales rep Cathy Weyers
 Payment terms Cash
 Due date 2019/06/13
 Payment reference IMP076

Item number	Description	Quantity	Unit	Unit price	Discount	Amount	Cost center
141011	First Aid - Level 1 Public TP17206 2019 Jun Start Date: 2019-06-13 End Date: 2019-06-14 Venue: NOSA Cape Town- Training Room 3 Facilitator: Nathaniel Smith Student: Maree T 7310300298085	1,00	p/p	826,09	0,00	826,09	CTN

Sales subtotal amount	Total discount	Total charges	Net amount	VAT	Round-off	Total
826,09	0	0,00	826,09	123,91	0,00	950,00 ZAR

BANKING DETAILS:
 Bank: FNB Bank
 Name: NOSA (Pty) Ltd
 Account No.: 62084908965
 Branch Code: 254-605
 Swift Code: FIRNZAJJ

Terms And Conditions: Please settle your account by invoice due date and send a remittance or proof of payment to finance@nosa.co.za. Please note that NOSA (Pty) Ltd reserves the right to administer interest on overdue accounts. No further services will be provided until all overdue accounts have been settled. Certificates and reports will only be issued on settlement of accounts.



NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank hereby confirms that the following payment instruction has been received:

Date Actioned : 11 Jun 2018
 Time Actioned : 15:38:24
 Trace ID : VODSPQVPL9TF

Payer Details

Payment From : Miss Zillah A Stoltenkamp - Business Cheque Account
 Cur/Amount : ZAR3,864.00

Payee Details

Recipient/Account No : .. 006902
 Name : Alpha Occupational H
 Bank : Nedbank Limited
 Branch Code : 198765
 Reference : Impenihana Projects

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank website at fnb.co.za, select Contact Us+Tools and then select "Verify Payment" and follow the on-screen instructions.

Our customer (the payer) has requested FirstRand Bank Limited to send this notification of payment to you. Should you have any queries regarding the contents of this notice, please contact the payer. FirstRand Bank Limited does not guarantee or warrant the accuracy and integrity of the information and data transmitted electronically and we accept no liability whatsoever for any loss, expense, claim or damage, whether direct, indirect or consequential, arising from the transmission of the information and data.

**ALPHA OCCUPATIONAL
HEALTH SERVICES cc**

TAX INVOICE

**Order No
11540**

P.O. Box 1778
Worcester
WR2 0ZJ
Call: 0121 498 2232
Fax: 0121 574 4666
Email: sales@alpha.co.uk

Invoice to: IMPENTHANA PROJECTS

Vat Registration No: _____

Tax Invoice No: _____

Contact No: _____

Invoice Date: _____

CODE	QTY	DESCRIPTION	PRICE	AMOUNT
	12X	Full medical EXAMINATION	280	3360 --
		PAID EFF.		
		SUB TOTAL		3360 --
		ADD 15% VAT		604 --
		TOTAL		3864 --

Medical examinations include lung function and hearing tests

Payments To:
Account Name: Alpha Occupational Health Services
Bank: Nedbank
Branch: Times Centre - Mitchell's Plain
CITY: No. 1 1449 006302
Branch: 144903
VAT Registration No: 4700264924

PLEASE INCLUDE INVOICE NUMBER
& COMPANY NAME AS REFERENCE
THANK YOU FOR YOUR SUPPORT

Signature: 

Date: 2019.06.12

QUOTE**ALPHA OCCUPATIONAL HEALTH SERVICES cc**

CK NO.2007/087385/23

Vat Reg: - 4700264924

P.O Box 770

WESTRIDGE

Date: - 10.06.2019

7802.

Office: - 021 374 4556

Cell No: - 082 496 2232

Email: - annev@polka.co.za

Invoice To: - Impéthana Projects & Maintenance

Vat Reg:-

12 Olive Drive

Mikpunt, Klipheuwel

12 Medical examinations @ R280.00 per medical

R3360.00

(Includes lung function and hearing tests)

ADD 15% VAT

R504.00

TOTAL

R3864.00

Payments To: - Alpha Occupational Health Services

Nedbank - Town Centre

Mitchell's Plain

Current Account No: - 1449 006302

Branch Code: - 144905

VAT REGISTRATION No: - 4700264924

Thank you for your support.

Please include Invoice No + Co Name as Reference.



Penn Fire
 Reg. No. 2013217478/07 - VAT No. 4370288233
 P.O. Box 831, Patow 7489
 King Edward Street, Parow 7500
 Tel: (021)-239-8127 Fax: (021) 830-4278
 E-mail: pennfire@penn.co.za

DATE: 19.06.19
 Advisor: Annak Internal Order
 Engineer: W. Stoop 63570
 Contact Person: Tanya
 Cust. O/No.: Zalier
 VAT No.:

TAX INVOICE 47936

To: Impenthana

Account: Tanya
(073 3933006)

Code: 084 Tel: 6618247

E-mail:

QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	2.5kg Service + Upgrade HPT Na Reach Valve + O/RBS Seal + Cont	16500	16500

These goods remain the property of PENN FIRE until paid in full.

SABS CERTIFICATION No. 90761

SUB TOTAL: R 16500
 VAT: R 2475
 TOTAL: R 18975

Next Maintenance Due Date: June 2020

I, M. Omer am satisfied that the work has been completed and authorise payment

Authorised Signatory: M. Omer

Banking Details:
 ABSA Bank
 ACC. No: 40-8342-5273
 B/C 632005

TERMS STRICTLY C.O.D. UNLESS OTHERWISE ARRANGED

WE THANK YOU FOR YOUR SUPPORT

Fireline Print 021 510 2226

Kaap Agri Bedryf

Reg.no: 1995/000336/06
 BTW REG.no.4450105459

Liquor no: BILA2150

KRAAIFONTEIN AGRIMARK
 AGRIMARK
 VOORTREKKERWEG
 KRAAIFONTEIN
 (t): 021-9871090
 (f): 021-9871803

BELASTINGFAKTUUR
 11/07/2019
 49/GEBO3832084

Item	Aantal	Prys	Totaal
SIREN ULTRA HIGH EMERGENCY			
110863	1.000	197.11	226.68*
VLUKSLANER HOUTSTEELE			
26919	2.000	97.51	224.28*
110863	1.000	197.11	226.68*
11:02:57 911790 D			1120.61
Aangebied			1120.61
Kleingeld			0.00
U BTW no:			146.18*

Dankie vir U ondersteuning !



WELKOM BY/WELCOME TO
 KAAP AGRI KRAAIFONTEIN

M00000000000345454 (100)04135
 Device ID T012 02009611

AUTH BATCH SEQ
 226 IH 707395 005280142
 1c6044ea-3ccb-48ee-acber
 361fa6640e26
 *****8467
 FNB Visa Bux Cheque
 Visa Card
 AID:A00000000031010

2019-07-11 11:00:46

Purchase
 Default Account

Purchase R1120.61

Total R1120.61

DANKIE/THANK YOU

Magic M-4 318-009-611
 absa 02.09.14.0000

**PROOF
OF
ATTENDANCE**



environmental affairs
 Department:
 Environmental Affairs
 REPUBLIC OF SOUTH AFRICA

TOOLBOX / SAFETY TALK RECORD

PROJECT		CONTRACT	
TOPIC: Health & Safety		DATE: 19/08/19	
WHY ARE WE GIVING THIS TALK?	1. Prepare daily work for safety		
	2. Identify hazardous areas		
	3. Risk assessments.		
	4. Check that all have PPE		
	5.		
HOW CAN WE WORK SAFELY?	1. Lock out for each		
	2. To wear your PPE		
	3. Abide by the safety rules		
	4.		
	5.		
DO'S	DON'TS	SAFETY ISSUES OR SUGGESTIONS MADE BY WORKERS	
1. Wear PPE	1. Don't be under the influence		
2.	2.		
3.	3.		
4.	4.		
5.	5.		
NO.	INITIALS & SURNAME OF ATTENDEES	BEN NO / NATIONAL ID	SIGNATURE
1	M	JANSEN	7805015196082
2	E	ABRAHAM'S	9307235289089
3	J	PETERSON	05-09-1994
4	J	matwoni	11-24-2000
5	C	APENDSE	1973-6-7
6	L	JAPHA	8306050190084
7	Y	Matthews	8011210128057
8	C	Munike	02-06-1994
9	M	Samuel	29-07-1994
10			
11			
12			
13			
14			
PRESENTER'S NAME		SIGNATURE	DATE
CONTRACTOR'S NAME		SIGNATURE	DATE



environmental affairs
Department
Environmental Affairs
REPUBLIC OF SOUTH AFRICA

TOOLBOX / SAFETY TALK RECORD

PROJECT:		CONTRACT:		
TOPIC: Health & Safety		DATE: 20/08/19		
WHY ARE WE GIVING THIS TALK? demonstrate commitment to On-the-Job Safety help workers to recognize HAZARDS and PPE (cover Risk Assessment)	1.	6.		
	2.	7.		
	3.	8.		
	4.	9.		
	5.	10.		
HOW CAN WE WORK SAFELY? address safe work procedures steps to eliminate / reduce risk follow all safety rules correct unsafe situations	1.	6.		
	2.	7.		
	3.	8.		
	4.	9.		
	5.	10.		
DO'S (address PPE, equipment, safe working distances etc.)	DON'TS	SAFETY ISSUES OR SUGGESTIONS MADE BY WORKERS		
		1.	1.	
		2.	2.	
		3.	3.	
		4.	4.	
5.	5.			
NO.:	INITIALS & SURNAME OF ATTENDEES:		BEN. NO. / NATIONAL ID:	SIGNATURE:
1	S	MPOHA	95-05-30	S. Mpono
2	S	PONCO	94-09-23	S. Ponco
3	W	NDLABHA	91/02/10	N. Dlabha
4	L	MBILENI	98-11-4	L. Mbileni
5	B	MKHULI	95-28-8	B. Mkhuli
6	P	BOCHELETJANE	97-67	P. B. Cheletjane
7	E	THYSEN	18/05/1975	E. Thysen
8	S	MTINTOLANA	99-06-26	S. Mtintolana
9				
10				
11				
12				
13				
14				
PRESENTER'S NAME:		SIGNATURE:	DATE:	
CONTRACTOR'S NAME: KMC		SIGNATURE: [Signature]	DATE: 19/08/19	



environmental affairs
 Department
 Environmental Affairs
 REPUBLIC OF SOUTH AFRICA

TOOLBOX / SAFETY TALK RECORD

PROJECT:		CONTRACT:	
TOPIC: Health & Safety		DATE: 21/08/19	
WHY ARE WE GIVING THIS TALK? demonstrating commitment to On Site Safety help workers to recognize and assess hazards and risks (overhead Assessment)	1. Incase of incidents	6.	
	2. Reaware of surroundings	7.	
	3. Of possible dangers before start working.	8.	
	4. To address danger areas.	9.	
	5.	10.	
HOW CAN WE WORK SAFELY? address any safety issues slope to eliminate hazards that before start work correct possible situations	1. Be alert when working	6.	
	2. on steep hills	7.	
	3. observe the area when working	8.	
	4.	9.	
	5.	10.	
DAYS		DORMS	
		SAFETY ISSUES OR SUGGESTIONS MADE BY WORKERS	
1.	1. No smoking on site	1. Always work close to	
2.	2. Site	2. each other in case of	
3.	3. Don't litter on site	3. danger.	
4.	4.	4.	
5.	5.	5.	
NO.	INITIALS	SURNAME OF ATTENDEES	IDENTIFICATION NO. SIGNATURE
1	J	Makwale	0011515216065
2	BC	Mamuk	96-02-1999
3	M	JANSEN	7803015176082
4	Y	Matthews	8011210128087
5	L	JAPTHA	830105019000
6	J	PETERSEN	940903518007
7	M	Samuel	900329510900
8			
9			
10			
11			
12			
13			
14			
PRESENTER'S NAME: Marcello		SIGNATURE: [Signature]	
CONTRACTOR'S NAME:		SIGNATURE: [Signature]	
		DATE: 21/08/19	
		DATE:	



environmental affairs
Department
Environmental Affairs
REPUBLIC OF SOUTH AFRICA

TOOLBOX / SAFETY TALK RECORD

PROJECT:		CONTRACT:	
TOPIC:		DATE:	
HEALTH AND SAFETY 1. 2. 3. 4. 5.		Health and safety 02/08/19	
WHY ARE WE GIVING THIS TALK? - Demonstrate commitment to On-the-Job Safety - help workers to recognize HAZARDS and Risk (cover Risk Assessment)		6. 7. 8. 9. 10.	
HOW CAN WE WORK SAFELY? - address safe work procedures - steps to eliminate / reduce risk - follow all safety rules - correct unsafe situations		1. 2. 3. 4. 5.	
DO'S (address PPE, equipment, safe working distances etc.)		DON'TS	
1. 2. 3. 4. 5.		SAFETY ISSUES OR SUGGESTIONS MADE BY WORKERS 1. 2. 3. 4. 5.	
NO:	INITIALS & SURNAME OF ATTENDEES:	BEN NO / NATIONAL ID:	SIGNATURE:
1	C Munnily	910607511324	[Signature]
2	J PETERSON	940301512451	[Signature]
3	C KRAMDSE	730706223395	[Signature]
4	B KAMFER	850926514091	[Signature]
5	L Jaftha	830605019021	[Signature]
6	Y Matthews	801121012806	[Signature]
7	C ABRAHAM	930723528903	[Signature]
8	M SAUSEN	780301919602	[Signature]
9	M Samuels	940329510402	[Signature]
10	J Ndlovu	001245236065	[Signature]
11	T MORE	7310300298086	[Signature]
12			
13			
14			
PRESENTER'S NAME: Maximilian		SIGNATURE: [Signature]	
CONTRACTOR'S NAME: BUC		SIGNATURE: [Signature]	
		DATE: 22/08/19	
		DATE:	



environmental affairs
 Department
 Environmental Affairs
 REPUBLIC OF SOUTH AFRICA

TOOLBOX / SAFETY TALK RECORD

PROJECT:		CONTRACT:			
TOPIC: <i>Health and safety</i>		DATE:			
WHY ARE WE GIVING THIS TALK? <small>emphasize commitment to the job safety help workers to recognize HAZARDS and PPE (cover Risk Assessment)</small>	1.	6.			
	2.	7.			
	3.	8.			
	4.	9.			
	5.	10.			
HOW CAN WE WORK SAFELY? <small>address safe work procedures steps to eliminate / reduce risk follow all safety rules correct unsafe situations</small>	1.	6.			
	2.	7.			
	3.	8.			
	4.	9.			
	5.	10.			
DO'S <small>(address PPE, equipment, safe working distances etc.)</small>	DON'TS	SAFETY ISSUES OR SUGGESTIONS MADE BY WORKERS			
				1.	1.
				2.	2.
				3.	3.
				4.	4.
5.	5.				
NO.	INITIALS & SURNAME OF ATTENDEE	BEN NO. / NATIONAL ID	SIGNATURE		
1	M JANSSEN	7903015196082	<i>[Signature]</i>		
2	C DEWETSE	7307060234059	<i>[Signature]</i>		
3	Y MATTHEWS	8011210128087	<i>[Signature]</i>		
4	L JAPHA	830605090084	<i>[Signature]</i>		
5	J MAKWANI		<i>[Signature]</i>		
6	M SAMUELS		<i>[Signature]</i>		
7	B KAMFER	8509265144091	<i>[Signature]</i>		
8	C ABRAHAMS	4307235289089	<i>[Signature]</i>		
9	J PETERSEN	940905319207	<i>[Signature]</i>		
10	S MARRON		<i>[Signature]</i>		
11	C MUNNIE	9910025110081	<i>[Signature]</i>		
12					
13					
14					
PRESENTER'S NAME: <i>Manel</i>		SIGNATURE: <i>[Signature]</i>	DATE: <i>23/08/19</i>		
CONTRACTOR'S NAME:		SIGNATURE:	DATE:		



environmental affairs
 Department:
 Environmental Affairs
 REPUBLIC OF SOUTH AFRICA

TOOLBOX / SAFETY TALK RECORD

PROJECT TOPIC	CONTRACT		DATE
WHY ARE WE GIVING THIS TALK? Reaffirmate commitment to OHS Job Safety help workers to recognize HAZARDS and RISK (cover Risk Assessment)	Safety Talk		25 August 2019
	1. To find solutions (conscious)	6.	
	2. Look out for each other	7.	
	3. always be on guard	8.	
	4. Look out when crossing road	9.	
5.	10.		
HOW CAN WE WORK SAFELY? address safe work practices steps to minimize / reduce risk Follow all safety rules correct unsafe situations	1. Work with correct tools	6.	
	2. always check tools, figure conditions	7.	
	3. Ensure that back are correct	8.	
	4.	9.	
	5.	10.	
DO'S (aid main PPE, equipment, safe working distances etc.)	DON'TS	SAFETY ISSUES OR SUGGESTIONS MADE BY WORKERS	
1. Gloves	1. Do not play at work	1. To ensure your grip when	
2. Helms	2. No smoking while working	2. walking up steep hills.	
3. Smoking not eating	3. Don't drink alcohol	3.	
4. In designated area.	4. No mobile phone while working.	4.	
5. mixing chemicals	5.	5.	
NO.	INITIALS & SURNAME OF ATTENDEES	BEN NO / NATIONAL ID	SIGNATURE
1	J. Makwanit	001205206085	[Signature]
2	C. Munnik	02-06-1111	[Signature]
3	L. JAPHTA	8306050190086	[Signature]
4	M. JARSEN	160368196082	[Signature]
5	J. PETERSEN	9409031192081	[Signature]
6	C. ABRAHAM	9307235289080	[Signature]
7	C. HRENDSE	7057060233089	[Signature]
8	G. Matthews	8011210128087	[Signature]
9	M. Samuels	24-07-1944	[Signature]
10			
11			
12			
13			
14			
PRESENTER'S NAME: Mace line		SIGNATURE: [Signature]	DATE: [Date]
CONTRACTOR'S NAME: TONI		SIGNATURE: [Signature]	DATE: 25/08/19



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Department
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REPUBLIC OF SOUTH AFRICA

TOOLBOX / SAFETY TALK RECORD

PROJECT:		CONTRACTOR:		
TOPIC:		DATE: 27 08 19		
WHY ARE WE GIVING THIS TALK? Demonstrate commitment to 'On the Job Safety' Help workers to recognize HAZARDS and RISK (only Risk Assessment)	1.	6.		
	2.	7.		
	3.	8.		
	4.	9.		
	5.	10.		
HOW CAN WE WORK SAFELY? Workers should work in a safe manner to eliminate hazards and risks. Workers should follow all safety rules and correct use of machinery.	1.	6.		
	2.	7.		
	3.	8.		
	4.	9.		
	5.	10.		
DO'S (address PPE, equipment, safe working distances etc)	DON'TS	SAFETY ISSUES OR SUGGESTIONS MADE BY WORKERS		
1.	1.	1.		
2.	2.	2.		
3.	3.	3.		
4.	4.	4.		
5.	5.	5.		
NO.	INITIALS	SURNAME OF ATTENDEES	ID NO / NATIONAL ID	SIGNATURE
1	C	ABRAHAMS	9307235289089	C
2	S	REKIEU	9403095712021	S
3	L	JAPHA	830605019086	L
4	M	SANSKY	780301919087	M
5	C	MURIK	8509265144081	C
6	B	KAMFER	730706023089	B
7	E	AREASE	801210128087	E
8	Y	Mathews	801245236098	Y
9	J	Mathonie	13030029806	J
10	T	Maree		T
11				
12				
13				
14				
PRESENTER'S NAME:		SIGNATURE:		DATE: 27/08/19
CONTRACTOR'S NAME:		SIGNATURE:		DATE:



environmental affairs
Department:
Environmental Affairs
REPUBLIC OF SOUTH AFRICA

TOOLBOX / SAFETY TALK RECORD

PROJECT TOPICS		CONTRACTOR	
WHY ARE WE GIVING THIS TALK? <small>communicate requirement to CH the job safely help workers to recognize HAZARDS and RISK (over Risk Assessment)</small>	1. Health and Safety	DATE	28/08/19
	1. Check ^{all PPE} that away ^{everyday}	6.	
	2. Risk assessment	7.	
	3. Prepare daily work for safety	8.	
	4. Address danger areas	9.	
	5. All be on guard.	10.	
HOW CAN WE WORK SAFELY? <small>address safe work procedures steps to eliminate / reduce risk follow all safety rules correct unsafe situations</small>	1. Observe the area when working.	6.	
	2. work with correct tools	7.	
	3. Always check tools	8.	
	4. abide by the safety rules.	9.	
		10.	
DO'S <small>(address PPE, equipment, safe working distances etc.)</small>	DON'TS	SAFETY ISSUES OR SUGGESTIONS MADE BY WORKERS	
1. wear PPE	1. Don't be under the influence		
2.	2.		
3.	3.		
4.	4.		
5.	5.		
NO:	INITIALS & SURNAME OF ATTENDEES:	IDEN NO / NATIONAL ID:	SIGNATURE:
1	C ABRAMMS	9307235289089	[Signature]
2	Y MATTHEWS	8011210128081	[Signature]
3	C MANNIE	710602515086	[Signature]
4	C ARENDE	7307060233089	[Signature]
5	L JAPHE	8306050190084	[Signature]
6	B KAMPER	850926544081	[Signature]
7	J MALWANIT	0011245286085	[Signature]
8	M JANSEN	7803015196082	[Signature]
9	M SAMUEL	490320610482	[Signature]
10	J PETERSEN	9489035192081	[Signature]
11	I MORE	7310300298086	[Signature]
12			
13			
14			
PRESENTER'S NAME: Marcello		SIGNATURE: [Signature]	DATE: 29/08/19
CONTRACTOR'S NAME:		SIGNATURE: [Signature]	DATE:

IMPENTHANA PROJECTS AND MAINTENANCE CC
 PO BOX 5105
 DURBANVILLE
 7551
 VAT REG NO: 4450257953

Tax Invoice

Date 01/10/19
 Page 1
 Document No IN100125

STELLENBOSCH MUNICIPALITY
 PO BOX 17
 STELLENBOSCH
 7589

Deliver to
 JAN MARAIS PARK
 MERRIMAN STREET
 STELLENBOSCH
 7600

Account	Your Reference	Tax Exempt	Tax Reference	Sales Code	Exclusive
STELLE		N			

Code	Description	Quantity	Unit	Unit Price	Disc%	Tax	Nett Price
PLOT	Plot Clearing Services = 50 % claim for equipment protective clothing, diesel for vehicle, petrol for chainsaws consumables for contract	1.00		101 217.50		15.00%	101 217.50

STELLENBOSCH MUNICIPALITY
 FINANCIAL SERVICES
 28 JAN 2020
 EXPENDITURE
 ACCOUNTS PAYABLE

STELLENBOSCH MUNICIPALITY
 Hereby I certify that:
 VOTE NUMBER:
 1. Goods/Services Identified on this invoice was received
 2. As per attached order all goods and services are allocated to the specified budget vote
 3. Adequate funds are available on the budget vote
 4. Expenditure incurred in accordance with Council's SCM policy

[Signature]
 HEAD OF DEPT/DELEGATED OFFICIAL ACCOUNT EXPENDITURE/DELEGATED OFFICIAL
 DATE 20/12/19 DATE

20/12/2019

In order for payment. Expenditure to be reported on irregular expenditure to MPAC.

20/12/2020

Received In good order

Signed *[Signature]* Date 3.10.2019

Sub Total		101 217.50
Discount @	0.00%	0.00
Amount Excl Tax		101 217.50
Tax		15 182.63
Total		116 400.13

See attached inv with our VAT no.

IMPENTHANA PROJECTS AND MAINTENANCE CC
 PO BOX 5108
 DURBANVILLE
 7851

VAT REG NO: 4450257953

Tax Invoice

Date 01/10/19

Page 1

Document No IN100113

STELLENBOSCH MUNICIPALITY
 PO BOX 17
 STELLENBOSCH
 7599

Deliver to
 B/SM 07/19
 Alien Clearing in the WCO24
 area for a contract period end
 30/09/2021

Account	Your Reference	Tax Exempt	Tax Reference	Sales Code	Exclusive
STELLE		N			

Code	Description	Quantity	Unit	Unit Price	Disc%	Tax	Net Price
PLOT	Plot Clearing Services = 50% claim for equipment protective clothing, diesel for vehicle, petrol for chainsaws consumables for contract	1.00		101 217.50		15.00%	101 217.50

The expenditure is irregular and must be reported to MPAC for further investigation. However the service providers are on the approved panel for BSM 7/19 and the department confirmed that the goods/services were received and that sufficient funds are available in their budget (note). I recommend that the service providers be paid for the services/goods received and that the matter be reported to the MPAC. 17/12/19.

Received in good order

Signed



Date 3 10 - 2019

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Sub Total	101 217.50
Discount @ 0.00%	0.00
Amount Excl Tax	101 217.50
Tax	15 182.63
Total	116 400.13

12.1.5	CONSIDERATION OF EXPENDITURE INCURRED RELATING TO THE SUBSCRIPTION FEE FOR LPR CAMERAS FOR DECEMBER 2019 UNTIL MARCH 2020
---------------	----------------------------------------------------------------------------------------------------------------------------------

Collaborator No:**IDP KPA Ref No:****Meeting Date:****Good Governance****12 June 2020**

1. SUBJECT: CONSIDERATION OF EXPENDITURE INCURRED RELATING TO THE SUBSCRIPTION FEE FOR LPR CAMERAS FOR DECEMBER 2019 UNTIL MARCH 2020

2. PURPOSE

To provide information regarding irregular expenditure incurred relating to the subscription fee for LPR cameras for December 2019, January 2020, February 2020 and March 2020 in terms Section 32 of the MFMA to be recommended to and considered by Council to ratify the expenditure as for services rendered in terms of the Municipality Supply Chain Policy 4.36.5 in other exceptional case where it is impractical or impossible to follow the official procurement process).

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Redhills Electronics was awarded Tender BSM 61/17 which included the monthly subscription on the LPR Cloud, the said tender expired at the end of June 2019. Stellenbosch Municipality License Plate Recognition (LPR) cameras are backed up on the cloud provided by Redhills Electronics.

A FQ 206/19 was in place to provide the necessary subscription cloud fees in the interim until the new Tender BSM 99/19 is awarded.

The service provider has all the IP and location addresses of these cameras and to get another supplier in would lead to down time of these cameras. Down time on the services would mean there is no history on a vehicle license plate which committed a crime of which has been stolen or lost; new software might not communicate with the LPR software, live reporting of suspicious vehicles entered into the system will not take place.

While a new tender (Tender BSM99/19) was compiled for CCTV and LPR the user department compiled a FQ to address the monthly subscription to the Cloud until the tender would be in place.

The CCTV and LPR tender was advertised by SCM in November 2019 with closing date in December 2019. The tender has not yet been awarded. The BEC and BAC processes were scheduled to take place during the month of January 2020 and the subsequent awarding of the tender following a 21 days appeal period during February 2020.

Unfortunately, the BAC was not satisfied in awarding the tender and referred the item back to the BEC for further clarification in terms of the quantities of each item listed in the tender. Due to the delay in awarding of the tender and the referral back from the BAC to the BEC the department had already prepared a new FQ 133/20 which would cover the remaining months of March till June 2020 until the tender would be awarded.

With the evaluation of the FQ during March 2020 SCM requested that March 2020 not be included as the services had already been rendered. As a result the department had no other choice than to request a deviation approval for March 2020 to pay the service provider for services rendered.

5. RECOMMENDATION

FOR CONSIDERATION

6. DISCUSSION

The service provider Redhills Electronics, the current supplier, has proven that they have sufficient knowledge of what is expected from them and have a vast knowledge on the project.

Furthermore, the user department captured a request on Flexgen for the monthly cloud subscription for the months of December 2019 and January 2020 timeously. However a notification was received from SCM that the budget on the current FQ has reached its limit and that the requests forwarded to SCM cannot be generated. As a result the Department requested that the attached invoices should be approved for the months of December 2019, January 2020, February 2020 and March 2020 as it was impossible and impractical to follow the normal SCM process.

The department had to weigh up the risk of downtime of the cameras or request a deviation for the service provider to be paid for services rendered.

7. FINANCIAL IMPLICATIONS

**Monthly expenditure:
Cloud LPR fees**

December 2019	R18 032.00 Vat incl
January 2020	R18 032.00 Vat incl
February 2020	R18 032.00 Vat incl
March 2020	<u>R18 400.00 Vat incl</u>
Grand total	R72 496.00 Vat incl

8. LEGAL IMPLICATIONS

Supply Chain Management Regulations
Municipal Management Finance Act

9. RISK IMPLICATIONS

Reporting unauthorized expenditure timeously.

10. COMMENTS FROM THE MUNICIPAL MANAGER

Conditions of this service is imperative as it directly link to crime prevention and safety of our area. Department should be more attentive on completion of contract dates to prevent delays and should build in additional time for possible delays in their planning process going forward. As mentioned, process was referred back to BEC for additional information which led to delays. Notwithstanding, the service was delivered and received. Albeit irregular, the service was essential and unavoidable to ensure continuous service and data availability. Irregular expenses recommended for write-off.

MPAC MEETING: 2020-06-04: ITEM 5.5

MPAC took note of the circumstances as described in the report, and accepted the verbal explanation as given by the Administration.

RECOMMENDATIONS FROM MPAC TO COUNCIL: 2020-06-04: ITEM 5.5

- (a) that Council certifies the irregular expenditure of R 72 496.00 (VAT inclusive) as irrecoverable and that this amount be written off; and
- (b) that Council writes off the irregular expenditure as irrecoverable in terms of the MFMA Section 32 (2).

FOR FURTHER DETAILS CONTACT:

NAME	Neville Langenhoven
POSITION	Chief Law Enforcement
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	021 808 8497
E-MAIL ADDRESS	Neville.langenhoven@stellenbosch.gov.za
REPORT DATE	15 April 2020

ITEM 12.1.5



STELLENBOSCH
 STELLENBOSCH • PNIEL • FRANSCHHOEK
 MUNICIPALITY • UMASIPALA • MUNISIPALITEIT
 COMMUNITY & PROTECTION SERVICES • GEMEENSKAP EN
 BESKERMINGSDIENSTE

MEMORANDUM

DATE : 14 FEBRUARY 2020
TO : CFO
 K CAROLUS
FROM : DEPUTY CHIEF BY-LAW ENFORCEMENT
 C THORPE
RE : REQUEST FOR PAYMENT OF SERVICE PROVIDER

1. BACKGROUND

Currently, Stellenbosch Municipality have about 49 active License Plate Recognition (LPR) cameras at various locations. These LPR cameras records each vehicle that passes it and provide alerts of stolen and suspect vehicles linked to criminal activities throughout the entire Western Cape Province. The data are recorded at a server in our Control Room and transmitted via internet to the cloud. The cloud verifies the information and then alerts are sent out to various role players which include SAPS, SSI partners, Traffic and Law Enforcement disciplines to react to the alerts. Depending on the level of the alerts will determine whether only SAPS will approach a suspect vehicle or not.

The subscription fees allows Stellenbosch Municipality to get access to the cloud of which SAPS is the main stakeholder when the information is verified together with Itrack. Redhills Electronics has an agreement with Itrack services who does the verification and provides the maintenance for Itrack on the LPR system.

Redhills Electronics was awarded Tender BSM 61/17 which included the monthly subscription on the LPR Cloud, the said tender expired at the end of June 2019. Stellenbosch Municipality License Plate Recognition (LPR) cameras are backed up on the cloud provided by Redhills Electronics.

A FQ 206/19 was in place to provide the necessary subscription cloud fees in the interim until the new Tender BSM 99/19 is awarded.

The service provider has all the IP and location addresses of these cameras and to get another supplier in at would lead to down time in service delivery. Down time on the services would mean there is no history on a vehicle license plate which committed a crime of which has been stolen or lost; new software might not be able to communicate with the LPR software, live reporting of suspicious vehicles entered into the system will not take place.

While a new tender (Tender BSM99/19) was compiled for CCTV and LPR the user department compiled a FQ to address the monthly subscription to the Cloud until the tender would be in place.

The CCTV and LPR tender was advertised by SCM in November 2019 with closing date in December 2019. The tender has not yet been awarded, the BEC and BAC processes will take place during the month of January 2020 and the tender will be finalized after 21 days during February 2020.

2. DISCUSSION

The service provider Redhills Electronics, the current supplier has proven that they have sufficient knowledge of what is expected from them and have a vast knowledge on the project.

A notification was received from SCM that the budget on the current FQ has reached its limit and that the requests forward to SCM cannot be generated. As result the Department requests that the attached quotation and invoice be approved for payment for the months of December 2019, January 2020 and February 2020 as it was impossible and impractical to follow the normal SCM process.

The services has been rendered satisfactory for the above- mentioned period.

It is important to note that the subscription fees is a requirement to keep the LPR cameras live. Should the municipality fail to pay the required fees the LPR system will be switched off by the service provider which will cause all LPR cameras to be inactive.

3. FINANCIAL IMPLICATIONS

A quotation received from Redhills Electronics is attached.

Monthly expenditure:

Cloud LPR fees

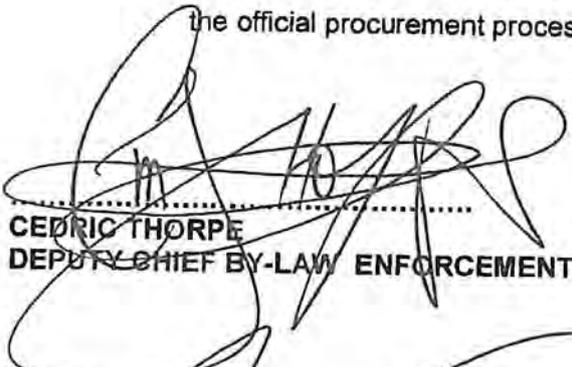
December 2019	R18 032.00 Vat incl
January 2020	R18 032.00 Vat incl
February 2020	R18 032.00 Vat incl
Grand total	R54 096.00 Vat incl

Handwritten notes:
~~Payment by~~ 14/2/2020
 payment by
 processed of
 All expenditure
 be reported to MPAC.
 as irregular expenditure

4. RECOMMENDATIONS

- (a) It is recommended that the monthly subscription fees be paid to Redhills Electronic for the months of December 2019, January 2020 and February 2020 which amounts to R54 096.00 Vat inclusive from UKey: 20180711006802;

(b) That approval be granted in terms of the Municipality Supply Chain Policy 4.36.5 in other exceptional case where it is impractical or impossible to follow the official procurement process.


.....
CEDRIC THORPE
DEPUTY CHIEF BY-LAW ENFORCEMENT

.....
N LANGENHOVEN
CHIEF LAW ENFORCEMENT & SECURITY

..... 14/02/2020
C KITCHING
SENIOR MANAGER: PROTECTION SERVICES


.....
G BOSHÖFF
DIRECTOR: COMMUNITY AND PROTECTION SERVICES

SUPPORTED

SUPPORTED

SUPPORTED

.....
K CAROLUS
CHIEF: FINANCIAL OFFICER

~~APPROVED~~

.....
DATE

~~Approved for the payment of the services provided for the December to February 2020. The expenditure is irregular expenditure and it must be reported to MPAC for further investigation.~~
~~14/02/2020~~



PSIRA no. 2357004

Unit 8
 Adam Tas Business park
 Bell Road
 Stellenbosch
 7600
 021 300 5164
 082 9211 209
 admin@redhills.co.za

Number: INV0000715
Date: 14/02/2020
Page: 1/1
Reference: LPR Cloud Fees
Sales Rep:
Due Date: 29/02/2020
Overall Discount %: 0.00%

Tax Invoice

Stellenbosch Municipality

Customer VAT No: 4700102181

P O Box 17
 Stellenbosch

Plein St
 Stellenbosch

7599

7600

Description	Quantity	Excl. Price	Disc %	VAT %	Exclusive Total	Inclusive Total
Cloud - LPR Cloud fees	49	R 320.00	0.00%	15.00%	R 15,680.00	R 18,032.00
LPR Cloud fees for December 2019						
Cloud - LPR Cloud fees	49	R 320.00	0.00%	15.00%	R 15,680.00	R 18,032.00
LPR Cloud fees for January 2020						
Cloud - LPR Cloud fees	49	R 320.00	0.00%	15.00%	R 15,680.00	R 18,032.00
LPR Cloud fees for February 2020						

Bank: First National Bank; Acc. no. 62208546608 Branch: Stellenbosch IBT: 200610

Please use invoice number as reference on EFT payment

Copyright © 2019 Accounting, powered by Sage.

Total Discount: R 0.00
Total Exclusive: R 47,040.00
Total VAT: R 7,056.00
Sub Total: R 54,096.00

Total: R 54,096.00



MEMORANDUM

Law Enforcement

To Aan: MUNICIPAL MANAGER
From Van: Mr CM Thorpe
Job Title: Deputy Chief Law Enforcement
Date Datum: 07 April 2020
Re Insake: DEVIATION: Monthly subscription fee for LPR cameras

1. PURPOSE

To obtain approval in terms of Supply Chain Management Policy, to deviate from the official procurement process and 4.36.5(a) to appoint security services until a tender has been awarded. In any other exceptional case where it is impractical or impossible to follow the official procurement process

REASON FOR DEVIATION: (Mark with x where applicable)	
1. Emergency.	
2. Goods or services are produced or available from a single provider.	
3. Acquisition of special works of art or historical objects where specifications are difficult to compile.	
4. Acquisition of animals for zoos and /or nature and game reserves.	
5. Exceptional case and it is impractical or impossible to follow the official procurement processes.	X

2. SUBSTANTIATE WHY SCM PROCESS COULD NOT BE FOLLOWED (TO BE REPORT TO COUNCIL)

Redhills Electronics was awarded Tender BSM 61/17 which included the monthly subscription on the LPR Cloud, the said tender expired at the end of June 2019. Stellenbosch Municipality License Plate Recognition (LPR) cameras are back up on the cloud provided by Redhills Electronics.

FQ 206/19 was in place to provide the necessary subscription cloud fees in the interim until the new tender BSM 99/19 is awarded. B/SM 99/19 has not yet been approved, FQ 133/20 was advertised and approved in April 2020 for the period while the tender has not yet been approved by SCM. The FQ does not cover the month of March and therefore the deviation is required as it was impossible to follow the official procurement process.

Redhills Electronics have all the IP and location addresses, to get another supplier in at this time would lead to down time in service delivery. To name but a few services effected should

Deviation Monthly Cloud subscription

there be down time is that no history can be requested on a vehicle license plate which committed a crime of which has been stolen or lost; new software might not communicate with the LPR software, live reporting of suspicious vehicles entered into the system will not take place, etc.

3. BACKGROUND

FQ 133/20 is in place until Tender 99/19 is approved for CCTV and LPR maintenance and LPR Cloud fees only from April 2020 on a month to month basis.

Tender 99/19 was referred back to the BEC for motivation on the estimated amounts before it can be approved. The motivation has been finalized and await the approval from the BAC. The municipality is currently closed due to Covid 19 nationwide lockdown.

4. DISCUSSION

The service provider Redhills Electronics the current supplier has proven that they have sufficient knowledge of what is expected from them and have a vast knowledge on the project. FQ 133/20 has been advertised and included the month of March 2020 however, the said FQ was approved in April 2020 and according to SCM payments can only take place as from April 2020. Thus the request to make payment to Redhills Electronics for the month of March 2020 as they have done the work already.

Attach find the quotation on the Cloud Subscription fees for March 2020 for payment.

Herewith it is requested that the deviation be approved for the month March 2020 as per attached quotation. However, it is impossible and impractical to follow the normal SCM process due to the risk of break down in service delivery which is crucial to ensure continuation of services and because the service was performed by Redhills Electronics. The user department is satisfied with the service delivered.

5. FINANCIAL IMPLICATIONS

A quotation has been received from Redhills Electronics (see attachment 1), herewith a request to approve the quotation dated 2020-04-01

Monthly expenditure

Cloud LPR fees

March 2020	R16 000.00 excl vat
Grand total	<u>R18 400.00</u> vat incl

6. RECOMMENDATION

- a) It is recommended that Redhills Electronics be paid for service delivery for the month of March 2020;
- b) That the attached invoice be approved and payment for the amount of R18 400.00 Vat incl.

Redhills Electronics

VAT No: 4310263159

COPY

PSIRA no. 2357004

Unit 8
 Adam Tas Business park
 Bell Road
 Stellenbosch
 7600
 021 300 5164
 082 9211 209
 admin@redhills.co.za

Number: INV0000740
Date: 01/04/2020
Page: 1/1
Reference: LPR Cloud fees
Sales Rep:
Due Date: 01/04/2020
Overall Discount %: 0.00%

Tax Invoice**Stellenbosch Municipality**

Customer VAT No: 4700102181

P O Box 17
 Stellenbosch

Plein St
 Stellenbosch

7599

7600

Description	Quantity	Excl. Price	Disc %	VAT %	Exclusive Total	Inclusive Total
Cloud - Subscription - March 2020 50 cameras - I Track	50	R 320.00	0.00%	15.00%	R 16,000.00	R 18,400.00

STELLENBOSCH MUNICIPALITY	
Hereby I certify that:	
VOTE NUMBER: _____	
1. Good/Services identified on this invoice was received	
2. As per attached order all goods and services are allocated to the specified budget Vote	
3. Adequate funds are available on the budget Vote	
4. Expenditure incurred in accordance with Councils SCM Policy	
HEAD OF DEPT/DELEGATED OFFICIAL	ACCOUNT EXPENDITURE/DELEGATED OFFICIAL
DATE	DATE

Bank: First National Bank; Acc. no. 62208546608 Branch: Stellenbosch IBT: 200610

Please use invoice number as reference on EFT payment

Copyright © 2019 Accounting, powered by Sage.

Total Discount: R 0.00
Total Exclusive: R 16,000.00
Total VAT: R 2,400.00
Sub Total: R 18,400.00

Total: R 18,400.00

12.1.6	CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY INTERWASTE (PTY) LTD
---------------	----------------------------------------------------------------------------------------------------

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

12 June 2020

1. SUBJECT: CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY INTERWASTE (PTY) LTD

2. PURPOSE OF REPORT

To provide information regarding the expenditure incurred for investigation by MPAC and to be recommended to and consideration by Council to ratify the expenditure in terms of the MFMA Section 32 (2). The expenditure with regards to the procurement of services to manage and operate the Stellenbosch Municipality landfill site between the months of March to June 2019, which is regarded as irregular because it breached the procurement process.

3. DELEGATED AUTHORITY

Council to write off the expenditure as irregular expenditure due to the breach of the procurement process. The said breach did not impact in any significant way on the essential fairness, equity, transparency, competitiveness or cost effectiveness, for the payment of Interwaste (Pty) Ltd (DSM 06/19).

4. EXECUTIVE SUMMARY

Deviation (DSM 06/19) was awarded to Interwaste (Pty) Ltd on 7 July 2018 for the operation and management of the Stellenbosch landfill. An order Number: 350 073 which was generated for a total amount of R 7 838 976 (incl. VAT). During the course of the financial year, the waste volumes received at the landfill site increased from 7000 tons to 12 000 tons per month because of various reasons. The increase of waste volumes resulted in the order number being exhausted in February 2019. Once the Department became aware of the looming shortfall of funds a requisition was loaded. Unbeknown to the Department a new deviation had to be approved to increase the contract value from R 7 838 976 to R 11 491 149 (Vat Excl.).

Whilst the Department was finalizing the administrative process, the official supervising the landfill contract neglectfully allowed the service to continue without an official order number.

As result of this irregular expenditure the Department will introduce various corrective measures such as consequence management, training of staff and Standard Operating Procedures (SOPs).

5. RECOMMENDATION

FOR CONSIDERATION

6. DISCUSSION

The Waste Management Department requires an external service provider to operate and manage the Stellenbosch Landfill. Interwaste (Pty) Ltd was appointed on a deviation – D/SM 06/19 for the period 1 July 2018 – 30 June 2019.

The deviation was approved on a fixed amount of R 653 248 (Vat Excl.) per month and a variable cost of R28.00 per ton of waste handled/ landfilled. The estimated approved contract value was R 7 838 976 (Vat Incl.) which was based on 5090 tons of waste handled per month.

The waste quantities however increased to 12 000 tons of waste per month, which is almost 7000 tons more than estimated. The increased volumes of waste could be contributed to various reason such as:

- increased communal refuse collections points through skips, since the initial deviation was approved;
- increased cleaning of illegal dumping throughout the WC 024, and
- additional airspace that needed to be created because the landfill site was reaching its capacity. The gradient of the landfill side slopes had to be changed to accommodate more waste. The change in gradient needed builder's rubble for stability and this increased the handling of additional waste that would have other wised been benefited.

The increase of waste volumes resulted in the order being exhausted in February 2019 and once the Department became aware of the looming shortfall of funds a requisition was loaded .Unbeknown to the Department a new deviation had to be approved to increase the contract value from R 7 838 976 to R 11 491 149 (Vat Excl.).

Whilst the Department was finalizing the administrative process, the official supervising the contract, Mr Neville Heckrath neglectfully allowed the service to continue without an official order number. The intent was in good faith as it was not on purpose, and in the interest of continued service delivery.

While the process was admittedly flawed, it is agreed that there were no *male fide*, personal gain or loss for Council, and it is requested that consideration be given to certify the expenditure as irrecoverable and that it be written off.

As recommended in similar recent instances, the need is recognised for improvement and correct procedures in general, with the need for a training program for all level of managers undertaking financial transactions on behalf of Council to be trained or retrained. It is especially important for staff to be informed of correct procedures and the implications of latest financial circulars, changes to policy, etc. The administration is currently drafting the necessary SOP's in the corporate SOP project, which will also assist in removing the risk of a recurrence. The Department will also introduce consequence management to curb any irregular expenditure.

7. FINANCIAL IMPLICATIONS

Provision has been made from 20190703005940 in the 2019/20 budget for the amount of R4 111 001.60 (VAT incl.).

8. LEGAL IMPLICATIONS

The recommendations in this report comply with Council's policies and all applicable legislation

Supply Chain Management Policy, 4.36.1a (i)

Supply Chain Management Policy, 4.36.b

Supply Chain Regulation 36(1)

MFMA Section 32(2)

9. RISK IMPLICATIONS

All intent was in good faith, the breach can be attributed to the initial planning processes and the lack of capacity with regard to ensuring required financial compliances are adhered to.

10. CONCLUSION

It is acknowledged that there was a breach of the procurement processes. If the process was followed correctly however, the outcome and cost would have been identical. Council incurred no loss during this process and there was no intentional disregard of Council's procurement processes. It is therefore requested that the expenditure be written off because the services were rendered.

11. COMMENTS FROM THE MUNICIPAL MANAGER

This is a clear case of lack of contract management which is a key responsible of the manager who is responsible for implementation of the contract. Regular training on Supply Chain Management processes, and engagements during which communication were sent out to directors and senior managers on the following dates: 12 March 2018, 05, February 2019 and, 15 January 2020. Clear instructions to departments was issued with the above dates see attach training schedule.

Further to this it is common cause in the municipality that no work can happen without an order number, for this expenditure in excess of 4 million without order number and SCM process is not acceptable and clearly show to the lack of proper contract management. The responsible senior manager must please explain how this occurred and the necessary disciplinary processes should be followed. This is an administrative process which the responsible director must take forward. Notwithstanding, this service was rendered, and the service provider was paid for the service rendered.

MPAC MEETING: 2020-06-04: ITEM 5.6

MPAC took note of the circumstances as described in the report, and accepted the verbal explanation as given by the Administration.

RECOMMENDATIONS FROM MPAC TO COUNCIL: 2020-06-04: ITEM 5.6

- (a) that Council takes note of the circumstances as provided in the report;
- (b) that investigation be done with regard to transgression of policies for disciplinary purposes and that the associated disciplinary steps be taken;
- (c) that Council certifies the expenditure of R 4 111 001.60 (VAT inclusive) to Interwaste (Pty) Ltd as irrecoverable and that this amount be written off; and
- (d) that Council writes off the irregular expenditure as irrecoverable in terms of the MFMA Section 32 (2).

FOR FURTHER DETAILS CONTACT:

NAME	Deon Louw
POSITION	Director: Infrastructure Services
DIRECTORATE	Infrastructure Services
CONTACT NUMBERS	021 808 8213
E-MAIL ADDRESS	Deon.louw@ Stellenbosch.gov.za
REPORT DATE	2018/08/27

ITEM 12.1.6

OPERATION AND MANAGEMENT OF LANDFILL SITE – INTERWASTE FROM 1 JULY 2018 –
30 SEPTEMBER 2019



MEMORANDUM

DIRECTORATE: INFRASTRUCTURE SERVICES

STELLENBOSCH MUNICIPALITY
FINANCIAL SERVICES

23 JUL 2019

CFO OFFICE

To Aan: CHIEF FINANCIAL OFFICER
FROM VAN: CLAYTON HENDRICKS
JOB TITLE: ACTING SENIOR MANAGER: SOLID WASTE MANAGEMENT
Date Datum: 19 July 2019
Re Insake: APPROVAL OF PAYMENT : INTERWASTE (PTY) LTD - OPERATION
AND MANAGEMENT OF LANDFILL SITE FROM 1 JULY 2018 – 30 JUNE
2019

1. PURPOSE

To obtain approval to process the payment of the outstanding invoices for Interwaste (Pty) Ltd.

2. BACKGROUND

Interwaste (Pty) Ltd was appointed to manage and operate the Devon Valley Landfill Site from 1 July 2018 – 30 June 2019 on Deviation - D/SM 06/19 (attached as Annexure 1). The deviation approved a fixed amount of R 653 248 (Vat Excl.) per month and a variable cost of R28.00 per ton of waste handled/landfilled. The estimated approved contract value was R7 838 976 (Vat Incl.) which was based on 5090 tons of waste handle per month.

The waste quantities however increased to 12 000 tons of waste per month, which is almost 7000 tons more than estimated. The increased volumes of waste could be contributed to various reason such as;

- increased communal refuse collections points through skips, since the initial deviation was approved;
- increased clearing of illegal dumping throughout the WC 024, and
- additional airspace that needed to be created because the landfill site is reaching its capacity. The gradient of the landfill side slopes had to be changed to accommodate more waste. The change in gradient needed builder's rubble for stability and this increased the handling of additional waste that would have otherwise been benefited.

OPERATION AND MANAGEMENT OF LANDFILL SITE – INTERWASTE FROM 1 JULY 2018 – 30 SEPTEMBER 2019

The maximum approved value of R7 838 976 (Vat Incl.) on deviation - D/SM 06/19 was thus insufficient to operate the site until 30 June 2019.

Once the Department became aware of the looming shortfall of funds, the Department loaded a requisition to increase the order on 15 February 2019 (requisition number: 1058604).

The Department was later informed to follow an additional deviation process to get authority to increase the value of the existing deviation. During this time the landfill operations could not cease while administration processes were being followed, as this is an essential service in terms of a constitutional mandate.

Deviation - BSM 49/19 (attached as Annexure 2) was later approved which included the increase of R 7 838 976 (Vat Excl.) as per Deviation DSM 06/19 to R 11 491 149 (Vat Excl.). The intention of the deviation was to get authority to increase the sum thereby allowing uninterrupted service delivery to continue.

The Service Provider (Interwaste (Pty) Ltd) is requesting payment (see attached statement as Annexure 3) for the work done whilst the Municipality was finalising the administration process to increase the amounts.

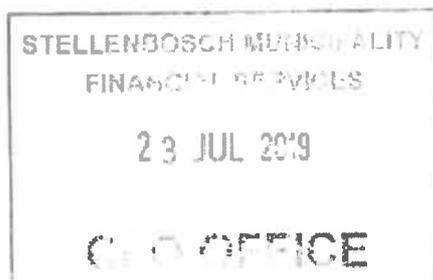
3. IT IS RECOMMENDED THAT:

3.1 That approval is granted to pay the outstanding invoices (from the approved deviation BSM 49/19) to the value of R 4 111 001.60 (Vat Incl.).



Clayton Hendricks
ACTING SENIOR MANAGER: SOLID WASTE MANAGEMENT

Date: 19/07/2019



OPERATION AND MANAGEMENT OF LANDFILL SITE – INTERWASTE FROM 1 JULY 2018 –
30 SEPTEMBER 2019

~~Supported/ Not supported~~



Deon Louw
DIRECTOR: INFRASTRUCTURE SERVICES

Date: 22/7/19

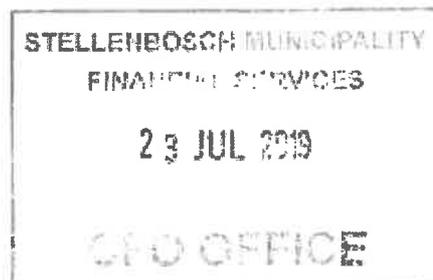
~~Approved/ Not approved~~

Approved for payment. The expenditure
is irregular expenditure and the applicant
must report it to MP&E 1 to SSE
of M&A.



Kevin Carolus
Chief Financial Officer

Date: 29/7/19



Planning - 2 - Stellenbosch
Stellenbosch

07 AUG 2018

Office of the Municipal Manager
Kantoor van die Munisipale bestuurder

CHECK BEFORE SUBMISSION	YES	NO
REGISTERED ON SCM DATABASE Answers NO follow the next step: - Register on SCM Database - Creditor form (SAMRAS)		
LETTER - SOLE SUPPLIER if applicable		
ORIGINAL VALID TAX CERTIFICATE		
QUOTATIONS ATTACHED		
RUBRET (SAMRAS)		
CASH FLOW		
SIGNATURES		



MEMORANDUM

Solid Waste Management Department

To Aan: MUNICIPAL MANAGER
From Van: Saliem Haider
Job Title: Manager: Solid Waste Management
Date Datum: 27 June 2018
Re Insake: DEVIATION: Operations and Management of the Devon Valley Landfill site

DSM 06/19

1. PURPOSE

To obtain approval in terms of Supply Chain Management Policy, to deviate from the official procurement process, 4.36.1(a)(i) and 4.36.1(a)(v).

REASON FOR DEVIATION: (Mark with x where applicable)

1. Emergency.	
2. Goods or services are produced or available from a single provider.	
3. Acquisition of special works of art or historical objects where specifications are difficult to compile.	
4. Acquisition of animals for zoos and /or nature and game reserves.	
5. Exceptional case and it is impractical or impossible to follow the official procurement processes.	x

2. SUBSTANTIATE WHY SCM PROCESS COULD NOT BE FOLLOWED (TO BE REPORTED TO COUNCIL)

The Devon Valley Landfill site is still not in a position to follow the formal tender process, as the MSA 78(3) process is still not finalised. A service provider, JPCE has in the interim been appointed to finalise this process (anticipated to be 3 months). However, the current landfill remaining airspace is estimated at 11 months, and it is thus unreasonable to go through a formal tender process for such a short duration at the completion of the S78(3) process. The municipality is currently engaged in a process with Eskom to relocated overhead cables, which will unlock an estimated 18 years of landfill airspace, and when the new cells are developed, Stellenbosch Municipality will be better placed to go on a long-term tender process for the operation and management of the new cells.

3. BACKGROUND

The current deviation expires on 30 June 2018. Interwaste was appointed through a deviation process, which commenced on 1 October 2017. The municipality had gone

out on a formal tender process, but as the MSA S78(3) process was still not finalised at the time, the BAC decided against an award and recommended a deviation to continue with Interwaste, by which time the MSA S78(3) process should be finalised.

B/SM 47/17

A tender (B/SM 47/17) for the operation and management of the landfill site was prepared and advertised with closing date 28 November 2016. The tender evaluation and recommendation was submitted to SCM on 14 February 2017. BEC was held on 09 March 2017 and BAC on 10 March 2017.

The BEC recommended that Interwaste (Pty) Ltd be appointed, but only for the operations and management of the site, excluding the waste minimisation activities, for a period of two years (not five years as advertised). The BAC did not approve the recommendation made by the BEC and no service provider was appointed on 10 March 2017. It was recommended by the BAC that a six month deviation process needs to be followed to appoint a service provider to give the end user Department time to re-advertise the tender.

B/SM 16/18

Tender B/SM 16/18: Operation and Management of the Devon Valley Landfill Site, for a contract period ending 30 June 2020, was advertised with a closing date of 31 July 2017. The tender evaluation and recommendation was submitted to SCM on 01 August 2017. BEC was held on 08 August 2017 and BAC on 11 August 2017.

The BEC recommended that Interwaste (Pty) Ltd be appointed. The BAC referred this item back to the end-user department and no service provider was appointed on 11 August 2017. The reason why the BAC referred the item back was because the operation and management of a landfill site is seen as a legislative competency of a Municipality. To enable a Municipality to outsource this function a S78(3) process of the MSA needs to be followed, and approved by Council. Such process has been initiated by Stellenbosch Municipality's Solid Waste Management Department but was incomplete as it still needs to serve at Council.

However, initial attempts to source a suitable service provider that can finalise the process proved unsuccessful, and it was only late in the 2017/18 financial year that JPCE was deemed suitable and appointed to finalise this process. It is anticipated that this finalisation should be completed by October 2018, whereafter a formal tender process can be followed.

4. DISCUSSION

Stellenbosch Municipality operates the Stellenbosch Landfill in accordance with Permit (16/27/G203/D16/Z1/P331) issued by then Department of Water Affairs and Forestry (DWAF) requirements and the National Environmental Management: Waste Act (Act 59 of 2008), all waste disposed of on the landfill site must be compacted and covered with cover material on a daily basis. The Contractor is responsible for the provision and co-ordination of all vehicles, plant, equipment, security and staff and this has to be performed in a manner that will ensure all operations are carried out in a safe, orderly and efficient manner. Since their appointment, Interwaste (Pty) Ltd has proven that they are capable to manage the landfill site in accordance with all statutory requirements.

The Devon Valley Landfill site has an estimated remaining lifespan of 11 (eleven) months. Initiatives are in place to extend the lifespan, the most important one being the rerouting of the electricity cables between cells 1 and 2, and cell 3. This department will commence with the design and planning of a new cell in the 2018/19 financial year, and for the construction of a new cell between cells 1, 2 and 3 in the following financial year. Other planned initiatives include the diversion of organic waste to a registered facility for beneficiation of the organic waste content. This is in accordance with the Provincial directive to divert 50% of organic waste to landfill by 2022.

In all previous tender processes to date where calls were made for bids on the operation and management of the landfill site, Interwaste was the only service provider that met functionality and was by far the lowest in price when compared to other bidders. They had been operating and managing Cell 3 since October 2015, and with less than 11 months remaining it would not be feasible to go on a formal tender process, notwithstanding the fact that at least three months be deducted for the completion of the MSA S78(3) process, which will only leave 8 months of operational time on the remaining airspace. It will be more feasible to go on formal tender when the new cells become available for disposal between Cells 1&2, and Cell 3.

5. FINANCIAL IMPLICATIONS

Interwaste have indicated that they are willing to manage and operate the landfill site for the period 01 July 2018 – 30 June 2019 at a cost of approximately R 7838976.00 (incl. VAT).

Their costing consist of a fixed cost component for plant, equipment, security, labour, fuel, overheads and other incidentals which amounts to R380 248.00 per month. In terms of the motivation, the following costs are fixed and the bases for their calculation:

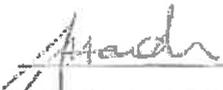
1. Water Tanker
2. Bulldozer
3. Landfill compactor
4. Security
5. Fuel
6. Labour & Salaries
7. Overheads
8. Incidentals

6. RECOMMENDATION

It is recommended that:

6.1 That the approval be granted in terms of the Municipality's Supply Chain Management Policy 4.32.1(a)(v) - in any other exceptional case where it is impractical or impossible to follow the official procurement process to extend the appointment of Interwaste for the management of Stellenbosch Landfill Site from 01 July 2018 – 30 June 2019.

6.2 That the approval, from U-key(new no.) from the 2018/2019 financial year be granted in terms of the Municipality Supply Chain Management Policy 4.36.1(a)(v) - in any other exceptional case where it is impractical or impossible to follow the official procurement process in an emergency for the deviation of payment, which amounts to R 7838976.00 (incl. VAT)

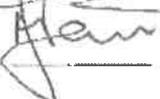

 M S Haider
 Solid Waste Management

Date: 20/07/2018

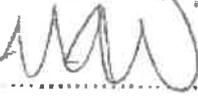

 24/7/18

RECOMMENDATION SUPPORTED / NOT SUPPORTED BY THE STELLENBOSCH
 MUNICIPAL BID ADJUDICATION COMMITTEE

APPENDIX B: ABOVE R 200 000

Name	Signature	Date
D. Louw		2/8/2018
T. MFEYA		2/8/2018
G. Esau		3/8/2018
A. M. C. de Beer		3/8/18
D. Jansen		3/8/18

Comments: Rates are stated as reasonable compared with previous appointment and escalation. And additional bulldozer cutting to be done.

CHAIRPERSON:  DATE: 3/8/18

RECOMMENDATION FROM BID ADJUDICATION COMMITTEE APPROVED BY THE ACCOUNTING OFFICER

Name	Signature	Date
Gracie Mettler		7/8/18

OPERATION AND MANAGEMENT OF LANDFILL SITE - INTERWASTE FROM 1 JULY 2018 - 30 SEPTEMBER 2019

Stellenbosch
 21 JUN 2019
 Office of the Municipal Manager
 Kantoor van die Munisipale Hoofstad

CHECK BEFORE SUBMISSION	YES	NO
REGISTERED ON CSIDATABASE		
LETTER - SOLE SUPPLIER <i>if applicable</i>		
QUOTE/INVOICE ATTACHED		
BUDGET (SAMFAS)		
CASHFLOW		
SIGNATURES		



MEMORANDUM

DIRECTORATE: INFRASTRUCTURE SERVICES

To Aan: MUNICIPAL MANAGER
From Van: Saliem Haider
Job Title: Senior Manager: Solid Waste Management
Date Datum: 13 May 2019
Re Insake: DEVIATION: OPERATION AND MANAGEMENT OF LANDFILL SITE - INTERWASTE FROM 1 JULY 2018 - 30 SEPTEMBER 2019

1. PURPOSE

To obtain approval to deviate from the official procurement process - of Council's Supply Chain Policy on procurement, for the extension of the appointment of the current service provider for the management of the Stellenbosch landfill site for the period 1 July 2018 - 30 June 2019.

REASON FOR DEVIATION: (Mark with x where applicable)		
1.	Emergency. "Emergency dispensation" means emergency as referred to in paragraph 36(1)(a)(i) of this policy under which one or more of the following is in existence that warrants an emergency dispensation;	
	a The possibility of human injury or death;	
	b The prevalence of human suffering or deprivation of rights;	
	c The possibility of damage to property, or suffering and death of livestock and animals;	
	d The interruption of essential services; including transportation and communication facilities or support services critical to the effective functioning of the municipality as a whole;	X
	e The possibility of serious damage occurring to the natural environment;	
	f The possibility that failure to take necessary action may result in the municipality not being able to render an essential community service;	X
	g The possibility that the security of the state could be compromised; or	
	h The prevailing situation, or imminent danger, should be of such a scale and nature that it could not readily be alleviated by interim measures, in order to allow time for the formal procurement process. Emergency dispensation shall not be granted in respect of circumstances other than those contemplated above.	X
2.	Goods or services are produced or available from a single provider	

NB! All deviations i.r.o the amount will be tabled at the BAC Via the BEC.

OPERATION AND MANAGEMENT OF LANDFILL SITE – INTERWASTE FROM 1 JULY 2018 – 30 SEPTEMBER 2019

3.	Acquisition of special works of art or historical objects where specifications are difficult to compile.	
4.	Acquisition of animals for zoos and /or nature and game reserves	
5.	Exceptional case and it is impractical or impossible to follow the official procurement processes	X

2. SUBSTANTIATE WHY SCM PROCESS COULD NOT BE FOLLOWED (TO BE REPORT TO COUNCIL)

To obtain approval, in terms of clause 4.36.1(a)(v) – in any other exceptional case where it is impractical or impossible to follow the official procurement process - of Council's Supply Chain Policy on procurement for deviation to increase the already approved amount on the current deviation – D/SM 06/19 and an extension of the appointment of the current service provider for the management of the Stellenbosch landfill site for the period of 1 July 2019 – 30 September 2019.

3. BACKGROUND

The current deviation - D/SM 06/19 (attached as Annexure 1) for the Operation and Management of the Devon Valley Landfill Site expires on 30 June 2019 with the maximum approved value of R7 838 976 (Vat Incl.). This deviation was approved to allow the user department to conclude the MSA Section 78 (3) process and to relocate the Eskom overhead cables.

A further 3 month extension to the deviation is required until 30 September 2019 for the following reasons:

- 1) To complete the procurement process for the management of the landfill site (3 year tender);
- 2) The 3 month extension will allow for the Section 78 (3) process to be completed in order for (1) to take effect;
- 3) With reduced operations and mainly management on site, the new tender will be more accessible to other potential service providers, and hence more competitive rates.
- 4) By 30 September 2019, most of the household and business waste would have been diverted to a new waste disposal facility. It is anticipated that this would be the last operational month for landfilling at this facility.

Landfilling at Devon valley will be suspended until a new waste disposal cell has been engineered and constructed.

NB! All deviations i.r.o the amount will be tabled at the BAC Via the BEC.

OPERATION AND MANAGEMENT OF LANDFILL SITE – INTERWASTE FROM 1 JULY 2018 – 30 SEPTEMBER 2019

4. DISCUSSION

Stellenbosch Municipality operates the Stellenbosch Landfill in accordance with Permit (16/2/7/G203/D16/Z1/P331) issued by then Department of Water Affairs and Forestry (DWAF) requirements and the National Environmental Management: Waste Act (Act 59 of 2008), all waste disposed of on the landfill site must be compacted and covered with cover material on a daily basis.

The Contractor is responsible for the provision and co-ordination of all vehicles, plant, equipment, security and staff and this has to be performed in a manner that will ensure all operations are carried out in a safe, orderly and efficient manner. Since their appointment, Interwaste (Pty) Ltd has proven that they are capable to manage the landfill site in accordance with all statutory requirements.

Interwaste have indicated that they are willing to manage and operate the landfill site for the period 1 July 2018 – 30 September 2019 at a cost of approximately **R 653 248 (Vat Excl.) per month.**

Their costing consist of a fixed cost component for plant, equipment, security, labour, fuel, overheads and other incidentals which amounts to R510 593 per month. In terms of the motivation, the following costs are fixed and the bases for their calculation:

1. Water Tanker
2. Landfill compactor
3. Bulldozer
4. Security
5. Fuel
6. Labour & Salaries
7. Overheads
8. Incidentals

The above gives a total of R510 593 /month (see proposal attached).

The balance of the monthly costs would be a variable cost of R28.00 per ton of waste handled/landfilled, which based on current rates of 5090 tons per month is just over R1 42 520 per month.

The waste quantities has however increased to 12 000 tons of waste per month, which is almost 7000 tons more than estimated. The increased volumes of waste could be contributed to various reason such as;

- increased communal refuse collections points through skips, since the initial deviation was approved;
- increased clearing of illegal dumping throughout the WC 024, and

NBI All deviations I.r.o the amount will be tabled at the SAC Vja the BEC.

OPERATION AND MANAGEMENT OF LANDFILL SITE – INTERWASTE FROM 1 JULY 2018 – 30 SEPTEMBER 2019

- disposal on the site slopes requires much more builder's rubble to maintain stability, and thus necessitate handling additional material that would otherwise not be handled, but beneficiated.

The maximum approved value of R7 838 976 (Vat Incl.) on the current deviation - D/SM 06/19 is however insufficient to operate the site until 30 June 2019.

5. FINANCIAL IMPLICATIONS

It is recommended that because of the increased amount of waste being handled by the service provider the deviation value be increased from R 7 838 976 (Vat Excl.) to R11 491 149 (Vat Excl.) until 30 June 2019.

It is further recommended that amount of R2 539 779 (Vat Excl.) for the operation and management of the site for additional 3 months until 30 September 2019.

6. VALUE FOR MONEY (OTHER RATES/VALUES/...)

Interwaste has indicated that they will not increase their prices and the same monthly rate with variable cost will apply for the extension of the contract.

7. IT IS RECOMMENDED THAT:

- 7.1 That the approval, from U-key 20180711006343 from the 2019/2020 financial year be granted in terms of the Municipality Supply Chain Management Policy 4.36.1(a)(v) – In any other exceptional case where it is impractical or impossible to follow the official procurement process in an emergency for the deviation of payment, which allows the original approved amount of R 7 838 976 (Vat Excl.) as per deviation DSM 06/19 be increased to R11 491 149 (Vat Excl.).
- 7.2 That the approval, from the 2020/2021 financial year be granted in terms of the Municipality Supply Chain Management Policy 4.36.1(a)(v) – In any other exceptional case where it is impractical or impossible to follow the official procurement process in an emergency for the deviation of payment of R2 539 779 (Vat Excl.) for the operation and management of the site for additional 3 months until 30 September 2019.

P.P. 
 Saliem Haider

SENIOR MANAGER: SOLID WASTE MANAGEMENT

Date: 10/06/2019

NB! All deviations i.r.o the amount will be tabled at the BAC Via the BEC.

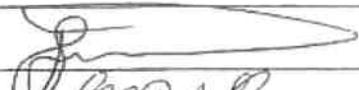
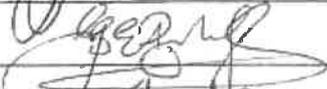
OPERATION AND MANAGEMENT OF LANDFILL SITE – INTERWASTE FROM 1 JULY 2018 – 30 SEPTEMBER 2019 ^{9/19}


 Deon Louw
 DIRECTOR: INFRASTRUCTURE SERVICES

Date: 10/6/19

8. SUPPLY CHAIN MANAGEMENT COMMENTS:

9. APPROVAL:

RECOMMENDATION SUPPORTED / NOT SUPPORTED BY THE STELLENBOSCH MUNICIPAL BID ADJUDICATION COMMITTEE		
Name	Signature	Date
J. G. Louw		19/6/19
G. BOSHOFF		19/6/19
T. MFEYA		19/06/2019
TM RAAK		19/06/2019
Comments:		
CHAIRPERSON 		DATE <u>19/06/19</u>
RECOMMENDATION FROM BID ADJUDICATION COMMITTEE APPROVED BY THE ACCOUNTING OFFICER		

NB! All deviations i.r.o the amount will be tabled at the BAC Via the BEC.

OPERATION AND MANAGEMENT OF LANDFILL SITE - INTERWASTE FROM 1 JULY 2018 - 30 SEPTEMBER 2019

Comments:

as per additional comments below

.....

ACCOUNTING OFFICER.....  DATE 24/6/19.....

On interrogating the deviation the following was established and confirmed with the department.

- 1) Current deviation expires 30/6/19, which was approved to allow Sec 78 process.
- 2) Sec 78 is taking ^{much} longer than initially anticipated, and tender can't commence until sec 78 process completed.
- 3) Transfer ^{disposal} facility was required to dispose/transfer Stellenbosch, tender had to be cancelled because of non-compliance see BSM 87/19.
- 4) Current service provider need to increase stop of the current cell 3 in order to dispose of waste to allow sufficient time for new Tender to be put in place.
- 5) Slope creep requirement and additional handling and material which increased the cost of service provider.
- 6) This is an essential service which we can't do without and therefore deviation approved.
- 7) Engagement with neighbouring municipalities i.e. City of Cape Town since January to see how to mitigate the current situation didn't render the required result, however letter received on 20 June indicated possible alternate, subject contractual agreement which we will explore.
- 8) Deviation approved until the sec 78 process complete not exceeding ~~201/20~~ ^{201/20} financial year. ~~Tender~~ New tender should be in place before start of 20/21 financial year.

NB! All deviations i.r.o the amount will be tabled at the BAC via the BEC.

 24/6/19



STATEMENT

Page 1

Interwaste (Pty) Limited

Reg.-no: 1988/06365407 VAT Reg. No: 4950104325

2 Brammer Street, P O Box 382, Germiston South, Industres East, 1401

Tel: 011-323 7300 Fax: 086 576 8152 Email: mali@interwaste.co.za

STELLENBOSCH MUNICIPALITY PO BOX 17 STELLENBOSCH Stellenbosch, 7599 South Africa	Bank Account No.	ABSA Strydom Park 4046333817
Customer No. STE011	Starting Date Ending Date Statement No.	01/01/01 30/06/19 98

Posting Date	Document Type	Document No.	Customer Order No.	Currency Code	Original Amount	Remaining Amount	Balance
01/04/19	Invoice	S-PINV1130804	350073		991,485.15	991,485.15	991,485.15
30/04/19	Invoice	S-PINV1132133	350073		1,022,686.95	1,022,686.95	2,014,172.10
31/05/19	Invoice	S-PINV1133685	350073		1,087,344.55	1,087,344.55	3,101,516.65
25/06/19	Invoice	S-PINV1134703	350073		1,009,484.95	1,009,484.95	4,111,001.60
						Total ZAR	4,111,001.60

	>90 Days	90 Days	60 Days	30 Days	Current	Amount Due
Total ZAR	0.00	0.00	2,014,172.10	1,087,344.55	1,009,484.95	4,111,001.60

Our Banking Details Are: ABSA Strydom Park Account No: 4046333817

Branch No: 515005

PLEASE FAX REMITTANCE ADVICE AND RECON TO: 086 576 8152

Reminder: VAT Alert--The Minister of Finance announced in the 2018 annual budget speech, that the VAT rate will increase from 14% to 15 % with effect 1 April 2018.

12.1.7	CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO THE EMPLOYEES' GROUP LIFE SOLUTIONS SCHEME WITH VERSO FINANCIAL SERVICES UNDER TENDER CGHR1/2015
--------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

12 June 2020

1. SUBJECT: CONSIDERATION OF IRREGULAR EXPENDITURE INCURRED RELATING TO THE EMPLOYEES' GROUP LIFE SOLUTIONS SCHEME WITH VERSO FINANCIAL SERVICES UNDER TENDER CGHR 1/2015

2. PURPOSE

To provide information regarding the irregular expenditure incurred for investigation by MPAC and to be recommended to and consideration by Council to write-off the expenditure in terms of the MFMA Section 32(2).

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The service provider VERSO Financial Services was appointed under tender CGHR 1/2015 for the provision of Group Life Solutions to employees for the period from 1 January 2017 to 30 June 2019.

The services have been provided under a tender issued by Drakenstein Municipality on which Stellenbosch Municipality piggy backed. See attached correspondence – certificate of participation (**ANNEXURE A**).

5. RECOMMENDATION

FOR CONSIDERATION

6. DISCUSSION

During October 2019 Verso submitted a request for the increase of the rates due to the claims history and requested a meeting. On 14th November 2019 the Director Corporate Services, Senior Manager Human Resources and the Specialist Administration met with a delegation of Verso. During preparation for the meeting it was discovered that the tender term only ran until 30 June 2019 and that the municipality effectively had no agreement in place covering the period from 30 June 2019. The municipality paid the service provider and the service provider continued to deliver cover to employees on a month to month basis as that is the terms under which insurance operates. The Accounting Officer approved a deviation for the period 1 November 2019 – 30 June 2020 and it was reported to Council. A new tender will be published to apply for the period from 1 July 2020.

7. LEGAL IMPLICATIONS

The recommendation in this report comply with Council's policies and all applicable legislation MFMA Section 32(2).

AGENDA**SPECIAL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY**

2020-06-12

- 6.1 Goods/services identified on this invoice was received;
- 6.2 As per the attached order, all goods and services are allocated to the Specified budget Vote;
- 6.3 Adequate funds are available on the Budget Vote;
- 6.4 Expenditure is in accordance with Council's SCM Policy.

8. FINANCIAL IMPLICATIONS

The payments from 1 June 2019 until 30 October 2019 amounts to R1 451 318.73. During this period the payments are regarded as irregular as no formal agreement existed. An agreement was put in place from 1 November 2019.

9. COMMENTS FROM THE MUNICIPAL MANAGER

Services were rendered and payment had to be processed.

MPAC MEETING: 2020-06-04: ITEM 5.7

MPAC took note of the circumstances as described in the report, and accepted the verbal explanation as given by the Administration.

RECOMMENDATIONS FROM MPAC TO COUNCIL: 2020-06-04: ITEM 5.7

- (a) that Council takes note of the circumstances as provided in the report, the fact that services were received, and employees were covered during the period until 31 October 2019;
- (b) that Council certifies the irregular expenditure of R 1 451 318.73 (VAT inclusive) as irrecoverable and that this amount be written off; and
- (c) that Council writes off the irregular expenditure as irrecoverable in terms of the MFMA Section 32 (2).

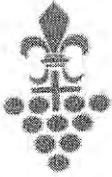
FOR FURTHER DETAILS CONTACT:

NAME	Alexander Kannemeyer
POSITION	Senior Manager Human Resources
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 – 808 8751
E-MAIL ADDRESS	Alexander.Kannemeyer@stellenbosch.gov.za
REPORT DATE	5 May 2020

ITEM 12.1.7

02 DEC 2019

Office of the Municipal Manager
Kantoor van die Munisipale Bestuurder



MEMORANDUM CORPORATE SERVICES

CHECK BEFORE SUBMITTING	YES	NO
REGISTERED ON SCM DATABASE If answer is NO follow the next step: - Register on SCM Database - Creditors form (SAMRAS)		
LETTER - SOLE SUPPLIER if applicable.		
ORIGINAL VALID TAX CERTIFICATE		
QUOTE/INVOICE ATTACHED		
BUDGET (SAMRAS)		
CASHFLOW		
SIGNATURES		

To: MUNICIPAL MANAGER
 From: ALEXANDER KANNEMEYER
 Job Title: SENIOR MANAGER: HUMAN RESOURCES
 Date: 19 NOVEMBER 2019
 Re: DEVIATION: EMPLOYEE GROUP LIFE SOLUTIONS
 TENDER CGHR 1/2015

1. **PURPOSE**

To obtain approval in terms of Supply Chain Management Policy, to deviate from the official procurement process, 4.36.1(a)(i) and 4.36.1(a)(v) for the continuation of the providing of the Employee Group Life Solution Services by VERSO Financial Services for the period 1 December 2019 to 30 June 2020 whilst the department prepare the specification and tender documents for a provision of the services on a 3 years tender.

REASON FOR DEVIATION: (Mark with x where applicable)	
1. Emergency.	
2. Goods or services are produced or available from a single provider.	
3. Acquisition of special works of art or historical objects where specifications are difficult to compile.	
4. Acquisition of animals for zoos and /or nature and game reserves.	
5. Exceptional case and it is impractical or impossible to follow the official procurement processes.	X

2. **SUBSTANTIATE WHY SCM PROCESS COULD NOT BE FOLLOWED (TO BE REPORT TO COUNCIL)**

The human resources department discovered on 14 November 2019 that the contract for the provision of group life expired on 3 June 2019. A tender process must be followed and this will take a period of 4 – 5 months to complete. The current service provider has continued to deliver the group life service on a month to month basis based on the Municipality paying the agreed monthly fee. If an agreement is not entered into with an interim service provider the employees will not have the protection of the group life scheme is a high risk to the municipality. It is impractical to source a new provider for such a short period of time and as the current provider is already on our system and has all the information of the staff establishment and employees it is regarded as an exceptional case to for continuity sake enter into an agreement with VERSO to provide

the group life cover until 30 June 2020. This will also provide the municipality with enough time to go through a tender process to appoint a new service provider from 1 July 2020.

3. BACKGROUND

The service provider VERSO Financial Services was appointed in 2016 under tender CGHR 1/2015 for the provision of Group Life Solutions to employees for the period from 1 January 2017 to 30 June 2019. The services was provided under a section 32 process through a tender issued by Drakenstein. See attached correspondence. (Annexure A). All employees are members of the Group Life and the contributions are paid by the employer in terms of the conditions of service of the employees.

4. DISCUSSION

During October 2019 Verso submitted a request for the increase of the rates due to the claims history and requested a meeting with the Director and in preparation for the meeting on 14 November 2019 it was discovered that the tender terminated on 30 June 2019 and that the municipality effectively had no legal agreement in place. The contract however continued in terms of the Certificate issued by VERSO on a month to month basis for as long as the Municipality was paying the monthly contributions.

Stellenbosch Municipality will have to embarking tender process to appoint a new service provider that will probably not be finalised before May 2020. For the Municipality to continue to honour the obligations of a group Life cover towards our employees a service provider has to be appointed for the period 1 December 2019 until 30 June 2020 as a new tender is envisage to take effect on 1 July 2020.

If an agreement is not entered into with an interim service provider the employees will not have the protection of the group life scheme is a high risk to the municipality. It is impractical to source a new provider for such a short period of time and as the current provider is already on our system and has all the information of the staff establishment and employees it is regarded as an exceptional case to for continuity sake enter into an agreement with VERSO to provide the group life cover until 30 June 2020. This will also provide the municipality with enough time to go through a tender process to appoint a new service provider from 1 July 2020.

5. FINANCIAL IMPLICATIONS

The Financial implications are set out in Annexure B.

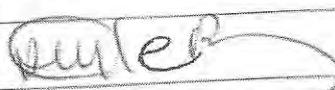
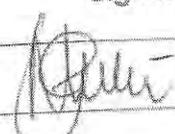
6. RECOMMENDATION

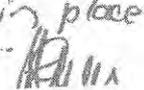
It is recommended that:

1. The deviation for the provision of the services by VERSO Financial Services from 01 November 2019 to 30 June 2020 be approved based on the rates as indicated in the attached quotation (Annexure B).

Date: 2019/11/28


ALEXANDER KANNEMEYER
SENIOR MANAGER: HUMAN RESOURCES

RECOMMENDATION SUPPORTED / NOT SUPPORTED BY THE STELLENBOSCH MUNICIPAL BID ADJUDICATION COMMITTEE		
Name	Signature	Date
A-M.C. de Beo		29/11/19
J.G. Louw		29/11/19
G. BOSHOFF		29/11/19
T. MEEYA		29/11/2019
D. Pauw		29/11/2019
Comments:		
.....		
CHAIRPERSON 		DATE <u>29/11/19</u>
RECOMMENDATION FROM BID ADJUDICATION COMMITTEE APPROVED BY THE ACCOUNTING OFFICER		
Name	Signature	Date
Gerablene Meltzer		29/11/19

Better monitoring mechanism to be put in place to ensure that tender and contracts renewed / advertised before tenders expire. Due to the nature of the service it is critical to have insurances in place. MPA item to be prepared on expenses incurred as of 1 July to date. 

Monday 18/11
@ 11h30

CERTIFICATE OF PARTICIPATION

Issued by

PROSPERITY MANAGEMENT AFRICA

for

GROUP LIFE SOLUTIONS FOR LOCAL AUTHORITIES

to the

STELLENBOSCH MUNICIPALITY

SCHEDULE OF INSURANCE	
Policyholder:	STELLENBOSCH MUNICIPALITY
Intermediary	Verso Financial Services (Pty) Ltd
Binder Holder	Prosperity Management Africa (Pty) Ltd
Period of Insurance	Monthly from 01/01/2017
Policy Number	PMA/ASS/170101/STB
Product	Group Life Solutions for Local Authorities
Underwriter/s	Assupol Life Limited and Munich Re, or any other underwriter appointed by the Binder Holder from time to time

A. Purpose of the Certificate

This certificate confirms the participation and cover of the STELLENBOSCH MUNICIPALITY in the Scheme in accordance with the provisions hereof and as per the Master Policy.

The Certificate of Participation, together with the Master Policy constitutes the agreement between the Policy Holder, Intermediary, Binder Holder and the Insurer/s.

B. Commencement date: 1 January 2017

C. Employees who qualify for Participation: All members, except a person who has already reached the Normal Retirement Date.

D. Fund: A Retirement / Pension Fund for Local Authorities in which the Employer in whose service the Insured is, participates.

E. Normal Retirement age: 65 years of age. *60 y/o* *?* *Pension Fund Act.*

but an employee may be retained until age 65



F. Notification of Claim:

- (i) The Employer must immediately submit a Notification of Impending Disability Form to SOMA Initiative 2002 in the event of the Employee experiencing an event, accident or illness which may result in a possible claim for the disability benefit, but not later than 6 months after the date of such event, accident or illness.
- (ii) In the event of a death claim the Insurer must be notified within 12 months from the date of death.
- (iii) No benefit entitlements are payable if the Insurer is not notified in writing of the claim or in the case of disability of a possible claim within the Notification Period.

G. Maximum Option Amount in respect of an Insured: an amount equal to 5 times (maximum) the members' annual remuneration, on the understanding that the Maximum Option Amount may not exceed the Compulsory Insurance of the member.

- Member: Multiple chosen 2, 5; 3; 3,5; 4; 4,5 or 5 times annual salary (as the case may be).
- Spouse: 1 times annual salary of member.
- Pensioner: Fixed amount as agreed by Prosperity Management Africa, after retirement only.

H. Option Amount in regard to an insured: an additional amount for which the Insured may effect insurance on his/her life at an Option Date, provided that-

- (a) the Option Amount is taken up in full or partially at any Option Date;
- (b) the Option Amount is taken up in multiples of 0,5 times annual remuneration;
- (c) the sum of the Option Amounts does not exceed the Maximum Option Amount;
- (d) the Option Amount may, by giving Prosperity Management Africa 1 months' notice be reduced or cancelled at any time.

I. Option Date: the date on which an insured may take up an Option Amount, and for these purposes Option Date will be any of the following dates:

- (a) the date on which the Insured's participation in the Scheme commences, or
- (b) the date on which the Insured who is under the age of 55 next birthday, marries, or
- (c) the date on which a child of the Insured who is under the age of 55 next birthday, is born, or
- (d) the operative date of promotion of the Insured that is under the age of 55 next birthdays.

Handwritten signatures and initials at the bottom right of the page.

J. Compulsory Insurance: an amount equal to a minimum of 2,5 times the members' annual remuneration.

K. Premium Rate:

Death and Disability : The premium rate amounts to R0.42 per thousand per month
Death Only : The premium rate amounts to R0.25 per thousand per month
Spouse : The premium rate amounts to R0.22 per thousand per month
Pensioners : The premium rate amounts to R1.05 per thousand per month,
 payable by pensioner directly to Bonder Holder after date of retirement if cover is elected.

L. Medical Free Limit: R 6,000,000

M. Guarantee Periods:

- Premium rates -- 12 months
- Compulsory insurance -- 12 months
- General policy conditions: - 12 months

N. Termination Conditions: The cover is provided on a continuous contract basis, commencing on the 1st of January 2017.

O. Payment of Premiums: Premiums are payable monthly in arrears, in one amount and must be transferred electronically on the last day of the month for which cover has been provided.

Banking Details: Prosperity
 Name of Bank – Standard Bank Name of Branch – Tyger Manor Branch Code – 050410
 Account Number – 0624189716
 Type of Account – Savings
 Deposit reference number – 170101/STB
(For identification purposes, please at all times use the allocated deposit reference number)

P. Member Data Requirements: As at 1 January 2017 the following information must be transferred electronically to Prosperity Management Africa:

- member initials and surname;
- Identity number;
- employee number and
- member's annual remuneration
- Maximum Option Amount

Q. Statutory Information

Prosperity Management Africa (Pty) Ltd

Contact Person/s: Messrs. FJ van Zyl and D deV Lotter
Company Registration Number: 2000/02553/07
Physical Address: The Vineyards Office Estate, 99 Jip de Jager Rd, Bellville
Postal Address: P.O. Box 2027, Bellville, 7535
Telephone Numbers: 021-9130121
Fax Number: 021-913 0104
E-mail: frikkdevanzyl@pmafrica.co.za

Assupol Life Limited

Contact Person / Compliance: Akisha Naidoo
Company Registration Number: 2010/025083/06.
Physical Address: 308 Brooks Street, Menlo Park, Pretoria, 0081
Postal Address: P.O. Box 35900, Menlo Park, Pretoria, 2146
Telephone Number: 012- 3663700
Fax Number: 012- 3663500
E-mail: AkishaN@assupol.co.za

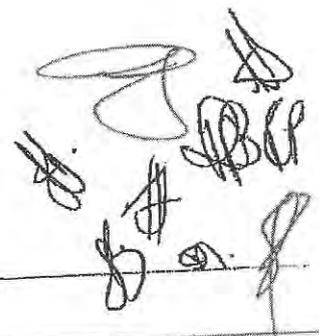
The Soma Initiative 2002 (Pty) Ltd

Contact Person: Dr. D Baard
Company Registration Number: 2000/025255/07
Physical Address: 1st Floor, Block E, Greenford Office Estate, Punters Way, Kenilworth, 7700
Postal Address: P.O. Box 2475, Clareinch, 7450
Telephone Number: 021- 6706920
Fax Number: 021- 6706930
E-mail: dbaard@soma-i.co.za

Verso Financial Services (Pty) Ltd

Contact Person: Mr. ET Roe
Company Registration Number: 2000/003590/07
Physical Address: Belmont Office Park, Twist Street, Bellville, 7535
Postal Address: P.O. Box 4300, Tyger Valley, 7536
Telephone Number: 021- 9435300
Fax Number: 021- 9174629
E-mail: et@verso.co.za

These companies holds Professional Indemnity Cover and are not shareholders in any Insurer or Service Provider named in this policy.



Ombudsman Particulars

Long-term Insurance Ombudsman:
Postal Address: P.O. Box 45007, Claremont, 7735
Telephone Number: 021-6740330
Fax Number: 021-6740951

FAIS Ombudsman:

Postal address: PO Box 74571, Lynwood Ridge, 0040
Telephone Number: 021-4709080
Fax Number: 021-3483447

Duly authorized to sign this Certificate of Participation on behalf of relevant parties on this the 1st day of November 2016 at Stellenbosch:

Witnesses:

1. [Signature]
2. [Signature]

[Signature]
STELLENBOSCH MUNICIPALITY

Witnesses:

1. [Signature]
2. [Signature]

[Signature]
**Verso Financial Services/Group
Life Solutions**

Witnesses:

1. [Signature]
2. [Signature]

[Signature]
**Prosperity Management Africa
and duly authorized on behalf of
the Underwriters**

1 August 2016

Mr. Blake D`Oliveira
Supply Chain Management
Stellenbosch Municipality
PO Box 17
Stellenbosch
7599

Dear Mr. D`Oliveira

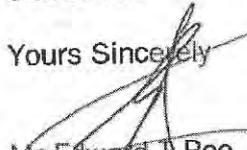
Tender CGHR 1/2015: Provision of a Group Life Scheme for all Employees (Excluding Temporary Employees as defined in the Basic Conditions of Employment Act) for Stellenbosch Municipality, for a contract period ending 30 June 2019

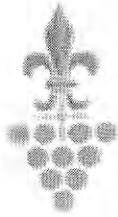
We refer to your above letter received on Friday, 29 July 2016 via e-mail and hereby confirm the following:

Financial Services (Pty) Ltd hereby consent to and accepts Stellenbosch Municipality`s request to extend Drakenstein`s tender CGHR 1/2015 to Stellenbosch Municipality at the same rates and conditions that applies for Drakenstein Municipality.

Should you have any questions, please do not hesitate to contact the writer on (021) 9435300.

Yours Sincerely


Mr. Edward T. Roe
Principal Consultant
Verso Financial Service (Pty) Ltd
(t) 021-943 5300
(f) 021-9174629
(e-mail) et@verso.co.za



STELLENBOSCH
STELLENBOSCH • FRIEL • TRANSCHOOEK
MUNICIPALITEIT • UMASIPATH • MUNICIPALITY



*Our Ref: R Bosman (021-808 8025)
Office of the Municipal Manager*

STRICTLY CONFIDENTIAL

1 November 2016

TO WHOM IT MAY CONCERN

Dear Sir/Madam

PFV GROUP LIFE SCHEME
TERMINATION OF PARTICIPATION: 31 December 2016

I, Richard Bosman, hereby confirm that we have taken the decision to terminate our participation in the PFV Group Life Scheme with effect from 1 January 2017, i.e. last day being 31 December 2016. Any potential claims will be notified on 31 December 2016.

Yours faithfully

**MR RICHARD BOSMAN
ACTING MUNICIPAL MANAGER**

18 November 2019

Ms Annalene de Beer
 Director: Corporate Services
 Stellenbosch Municipality
 PO Box 17
 Stellenbosch
 7599

Dear Ms de Beer

**Quotation: Stellenbosch Municipality: Group Life Solutions for Local Authorities
 (PMA/ASS/170101/STB)**

We refer to the meeting held on 14 November 2019 at the offices of Stellenbosch Municipality: Corporate Services in respect of the above. It is confirmed that the group life agreement entered into on 1 January 2017 continued on a month to month basis whilst Stellenbosch paid the agreed rates/fee for the period 1 July 2019 to 30 November 2019.

Verso Financial Services (Pty) Ltd hereby provides a quotation to Stellenbosch Municipality in regard to the provision of services for the current Group Life Scheme with policy number PMA/ASS/170101/STB (copy of Certificate of Participation enclosed) for the period 1 December 2019 to 30 June 2020.

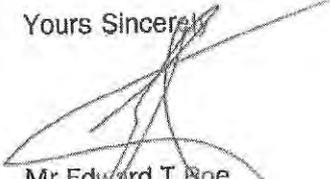
The quotation as received from Prosperity Africa Management (Binder Holder) for the period 1 December 2019 to 30 June 2020 are as follows and based on the current net claims experience of the Stellenbosch Municipal Scheme (115%) and expressed as a rate per R1, 000 cover per month:

1 November 2019 to 30 June 2020	
Council	
Compulsory Death and Instalment Disability	R0,4536
Employees	
Voluntary Death and Instalment Disability	R0,4536
Voluntary Death only	R0,2700
Voluntary Spouses Cover	R0,2376

The rest of the current general policy conditions will be applicable and unchanged until 30 June 2020.

Should you have any questions, please do not hesitate to contact the writer on (021) 9435300.

Yours Sincerely



Mr Edward T Roe
 Principal Consultant
 Verso Financial Service (Pty) Ltd
 (t) 021-943 5300
 (f) 021-9174629
 (e-mail) et@verso.co.za

CERTIFICATE OF PARTICIPATION

Issued by

PROSPERITY MANAGEMENT AFRICA

for

GROUP LIFE SOLUTIONS FOR LOCAL AUTHORITIES

to the

STELLENBOSCH MUNICIPALITY

SCHEDULE OF INSURANCE	
Policyholder:	STELLENBOSCH MUNICIPALITY
Intermediary	Verso Financial Services (Pty) Ltd
Binder Holder	Prosperity Management Africa (Pty) Ltd
Period of Insurance	Monthly from 01/12/2019 to 30/06/2020
Policy Number	PMA/ASS/170101/STB
Product	Group Life Solutions for Local Authorities
Underwriter/s	Assupol Life Limited and Munich Re, or any other underwriter appointed by the Binder Holder from time to time

A. Purpose of the Certificate

This certificate confirms the participation and cover of the STELLENBOSCH MUNICIPALITY in the Scheme in accordance with the provisions hereof and as per the Master Policy.

The Certificate of Participation, together with the Master Policy constitutes the agreement between the Policy Holder, Intermediary, Binder Holder and the Insurer/s.

B. Commencement date: 1 December 2019

C. Employees who qualify for Participation: All members, except a person who has already reached the Normal Retirement Date.

D. Fund: A Retirement / Pension Fund for Local Authorities in which the Employer in whose service the Insured is, participates.

E. Normal Retirement age: 65 years of age.

F. Notification of Claim:

- (i) The Employer must immediately submit a Notification of Impending Disability Form to SOMA Initiative 2002 in the event of the Employee experiencing an event, accident or illness which may result in a possible claim for the disability benefit, but not later than **6 months** after the date of such event, accident or illness.
- (ii) In the event of a death claim the Insurer must be notified within **12 months** from the date of death.
- (iii) No benefit entitlements are payable if the Insurer is not notified in writing of the claim or in the case of disability of a possible claim within the Notification Period.

G. Maximum Option Amount in respect of an Insured: an amount equal to 5 times (maximum) the members' annual remuneration, on the understanding that the Maximum Option Amount may not exceed the Compulsory Insurance of the member.

Member: Multiple chosen 2, 5; 3; 3,5; 4; 4,5 or 5 times annual salary (as the case may be).

Spouse: 1 times annual salary of member.

Pensioner: Fixed amount as agreed by Prosperity Management Africa, after retirement only.

H. Option Amount in regard to an insured: an additional amount for which the insured may affect insurance on his/her life at an Option Date, provided that-

- (a) the Option Amount is taken up in full or partially at any Option Date;
- (b) the Option Amount is taken up in multiples of 0,5 times annual remuneration;
- (c) the sum of the Option Amounts does not exceed the Maximum Option Amount;
- (d) the Option Amount may, by giving Prosperity Management Africa 1 months' notice be reduced or cancelled at any time.

I. Option Date: the date on which an insured may take up an Option Amount, and for these purposes Option Date will be any of the following dates:

- (a) the date on which the insured's participation in the Scheme commences, or
- (b) the date on which the insured who is under the age of 55 next birthday, marries, or
- (c) the date on which a child of the insured who is under the age of 55 next birthday, is born,
or
- (d) the operative date of promotion of the insured that is under the age of 55 next birthdays.

J. Compulsory Insurance: an amount equal to a minimum of 2,5 times the members' annual remuneration.

K. Premium Rate:

Death and Disability : The premium rate amounts to R0.4536 per thousand per month
Death Only : The premium rate amounts to R0.2700 per thousand per month
Spouse : The premium rate amounts to R0.2376 per thousand per month
Pensioners : The premium rate amounts to R1.3400 per thousand per month,
 payable by pensioner directly to Binder Holder after date of retirement if cover is elected.

L. Medical Free Limit: R 6,000,000

M. Guarantee Periods:

- **Premium rates** – 12 months
- **Compulsory insurance** – 12 months
- **General policy conditions:** - 12 months

N. Termination Conditions: The cover is provided on a continuous contract basis, commencing on the 1st of December 2019.

O. Payment of Premiums: Premiums are payable monthly in arrears, in one amount and must be transferred electronically on the last day of the month for which cover has been provided.

Banking Details: Prosperity
 Name of Bank – Standard Bank Name of Branch – Tyger Manor Branch Code – 050410
 Account Number – 0624189716
 Type of Account – Savings
 Deposit reference number – 170101/STB

(For identification purposes, please at all times use the allocated deposit reference number)

P. Member Data Requirements: As at 1 December 2019 the following information must be transferred electronically to Prosperity Management *Africa*:

- Title
- Initials
- Full names
- Surnames
- Member contact details (home, work, cellphone number and e-mail address)
- Gender
- Main member's date of birth
- Spouse's date of birth (if applicable)
- Identity/passport number
- Date employee joined the scheme
- Annual risk salary
- Sum assured (if applicable)
- Monthly premium

Q. Statutory Information**Prosperity Management Africa (Pty) Ltd**

Contact Person/s: Messrs. FJ van Zyl and D deV Lotter
 Company Registration Number: 2000/02553/07
 Physical Address: The Vineyards Office Estate, 99 Jip de Jager Rd, Bellville
 Postal Address: P.O. Box 2027, Bellville, 7535
 Telephone Numbers: 021-9130121
 Fax Number: 021-913 0104
 E-mail: frikkievanzyl@pmafrica.co.za

Assupol Life Limited

Contact Person / Compliance: Akisha Naidoo
 Company Registration Number: 2010/025083/06.
 Physical Address: 308 Brooks Street, Menlo Park, Pretoria, 0081
 Postal Address: P.O. Box 35900, Menlo Park, Pretoria, 2146
 Telephone Number: 012- 3663700
 Fax Number: 012- 3663500
 E-mail: AkishaN@assupol.co.za

The Soma Initiative 2002 (Pty) Ltd

Contact Person: Dr. D Baard
 Company Registration Number: 2000/025255/07
 Physical Address: 1st Floor, Block E, Greenford Office Estate, Punters Way, Kenilworth, 7700
 Postal Address: P.O. Box 2475, Clareinch, 7450
 Telephone Number: 021- 6706920
 Fax Number: 021- 6706930
 E-mail: dbaard@soma-i.co.za

Verso Financial Services (Pty) Ltd

Contact Person: Mr. ET Roe
 Company Registration Number: 2000/003590/07
 Physical Address: Belmont Office Park, Twist Street, Bellville, 7535
 Postal Address: P.O. Box 4300, Tyger Valley, 7536
 Telephone Number: 021- 9435300
 Fax Number: 021- 9174629
 E-mail: et@verso.co.za

These companies holds Professional Indemnity Cover and are not shareholders in any Insurer or Service Provider named in this policy.

Ombudsman Particulars

Long-term Insurance Ombudsman:

Postal Address: P.O. Box 45007, Claremont, 7735
Telephone Number: 021-6740330
Fax Number: 021-6740951

FAIS Ombudsman:

Postal address: PO Box 74571, Lynwood Ridge, 0040
Telephone Number: 021-4709080
Fax Number: 021-3483447

Duly authorized to sign this Certificate of Participation on behalf of relevant parties on this the _____ day of _____ 2019 at _____:

Witnesses:

- 1. _____
- 2. _____

STELLENBOSCH MUNICIPALITY

Witnesses:

- 1. _____
- 2. _____

**Verso Financial Services/Group
Life Solutions**

Witnesses:

- 1. _____
- 2. _____

**Prosperity Management Africa
and duly authorized on behalf of
the Underwriters**



CSD REGISTRATION REPORT

SUPPLIER IDENTIFICATION

Supplier number	MAAA0025977	South African company/CC registration number	2000/003590/07
Is supplier active?	Yes	Have Bank Account	Yes
Allow associates?	Yes	Total annual turnover	More than R10 million and less than R50 million
Supplier type	CIPC Company	Financial year start date	01 Jul 2015 00:00:00 000
Supplier sub-type	Private Company (Pty)(Ltd)	Registration date	23 Feb 2000 00 00 00 000
Legal name	VERSO FINANCIAL SERVICES	Created by	et@verso.co.za
Trading name	VERSO FINANCIAL SERVICES	Created date	02 Feb 2016 12 26:24:000
Identification type	South African Company/Close Corporation Registration Number	Edit by	et@verso.co.za
Government breakdown	Private Companies (Pty) (Ltd)	Edit date	07 Aug 2019 12 00 40:953
Business status	In Business	Restricted Supplier	No
Country of origin	South Africa	Restriction Last Verification Date	29 Nov 2019 00.02 58:560

SUPPLIER INDUSTRY CLASSIFICATION INFORMATION

INDUSTRY CLASSIFICATION 1

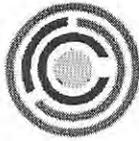
Main group	Financial and insurance activities	Core industry	Activities auxiliary to financial service and insurance activities
Division	Activities auxiliary to financial service and insurance activities	% share of annual turnover	100.00

SUPPLIER CONTACT INFORMATION

CONTACT

Contact type	Administration	Cellphone number	082 461 6472
Is this your preferred Contact?	Yes	Fax number	0219174629
Name(s)	Edward George	Website address	www.verso.co.za
Surname	Thomson	Do you want this contact to also be a CSD user ?	Yes
Identification type	South African Identification Number	Created by	et@verso.co.za





CSD REGISTRATION REPORT

Prefer communication via email	Yes	Created date	02 Feb 2016 12 08 43:000
Email address	et@verso.co.za	Edit by	et@verso.co.za
Telephone number	0219435300	Edit date	16 May 2017 13:12 48 000
Contact type	Bid Office	Cellphone number	082 461 6472
Is this your preferred Contact?	No	Fax number	0219174629
Name(s)	Edward Thomas	Website address	www.verso.co.za
Surname	Roe	Do you want this contact to also be a CSD user ?	Yes
Identification type	South African Identification Number	Created by	et@verso.co.za
Prefer communication via email	Yes	Created date	02 Feb 2016 12.12.46 000
Email address	et@verso.co.za	Edit by	et@verso.co.za
Telephone number	0219435300	Edit date	16 May 2017 13.13 40 000

SUPPLIER ADDRESS INFORMATION

Is this a preferred address?	No	Postal code	7530
Address line 1	BELMONT OFFICE PARK	Country	South Africa
Address line 2	TWIST STREET	This address S/A delivery	Yes
Suburb	Bellville Central	Created by	et@verso.co.za
Province	Western Cape	Created date	02 Feb 2016 12:26:25:083
Municipality	City of Cape Town	Edit by	et@verso.co.za
City	Bellville	Edit date	02 Feb 2016 12 26 25:083
Is this a preferred address?	Yes	Postal code	7536
Address line 1	PO BOX 4300	Country	South Africa
Address line 2	Bellville Central, Bellville	Created by	et@verso.co.za
Suburb	Bellville Central	Created date	02 Feb 2016 12 26.25:160
Province	Western Cape	Edit by	et@verso.co.za
Municipality	City of Cape Town	Edit date	07 Nov 2016 16:56:44:500
City	Bellville		



CSD REGISTRATION REPORT

SUPPLIER BANK ACCOUNT

ACCOUNT INFORMATION

Account type	Current Accounts
Bank	ABSA BANK LIMITED
Branch number	632005
Branch name	ABSA ELECTRONIC SETTLEMENT CNT
Account number	4051521940
Account holder	Verso Financial Services (Pty) Ltd
Is this a preferred account?	Yes
Active start date	02 Feb 2016 12 19 02.000

Created by	et@verso.co.za
Created date	02 Feb 2016 12.19.02.000
Edit by	csd.safetynetbatch@treasury.gov.za
Edit date	26 Apr 2016 14.01.42.177
Bank Verification Status	Verification Succeeded
Foreign Bank Account	No
Is the identifier linked at the bank	Yes
Is this a Shared Funding Account	No

TAX INFORMATION

Income tax number	9053182144
Income Tax Status	Compliant tax status Verified
VAT number	4040188627
VAT Status	Compliant tax status Verified
Is this supplier a VAT vendor?	Yes
Are you Registered with SARS?	Yes
Last validation date	29 Nov 2019 00 03.00.000

Would you like to receive notifications?	Yes
Overall Tax Status	Tax Compliant
Created by	et@verso.co.za
Created date	02 Feb 2016 12:26:24:000
Edit by	csd.revenfybatch@treasury.gov.za
Edit date	26 May 2018 06:20:37:000

B-BEE INFORMATION

Are you an empowering supplier	No
% Owned by black people	54.01
% Owned by black people who are women	1.36

B-BBEE Procurement Recognition	125%
Accept and understand the content of the affidavit	Yes
Commissioner of Oath	John Leslie Wainwright





CSD REGISTRATION REPORT

% Owned by black people who are youth	0.00	Date affidavit signed by commissioner of oath	25 Jun 2019 00:00:00.000
% Owned by black people with disabilities	0.00	Affidavit expiry date	24 Jun 2020 00:00:00.000
% Owned by black who are unemployed	0.00	Created by	et@verso.co.za
% Owned by black people who are military veteran	0.00	Created date	15 Jul 2016 10:47:02:120
% Owned by black people living in rural or underdeveloped areas	0.00	Edit by	et@verso.co.za
Status	Active	Edit date	07 Aug 2019 12:00:41:237
B-BBEE Status Level Of Contributor	Level 2 Contributor	Verification Status	Manual Verification Required

OWNERSHIP INFORMATION

Owner's name and surname Legal name	Owner's Identification number	RSA Citizen	Ethnic group	Gender	Ownership %	Youth	Disabled	Military	Rural	Township
VERSO GROUP PTY LTD			N/A	N/A	100.00%	N/A	N/A	N/A	N/A	N/A
Total					100.00%					

OUTCOMES AGAINST PREFERENTIAL PROCUREMENT CRITERIA BASED ON B-BBEE CERTIFICATE

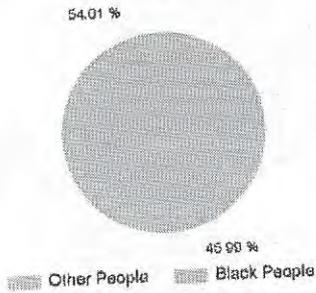
Enterprise type	QSE
B-BBEE Status level of contributor	Level 2 Contributor
Owned by black people	54.01
Owned by black people who are youth	0.00
Owned by black people who are women	1.36
Owned by black people with disabilities	0.00
Owned by black people who are military veterans	0.00
Owned by black people living in rural or undeveloped areas	0.00
Owned by black people living in townships	0.00
Owned by black people that is unemployed	0.00



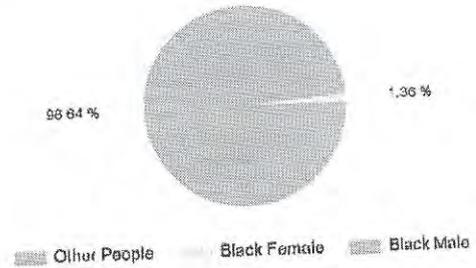


CSD REGISTRATION REPORT

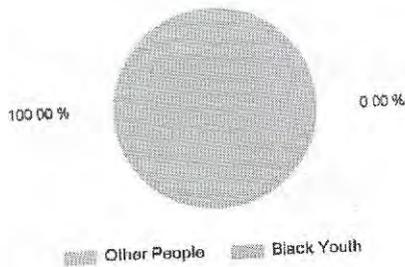
People % Ownership



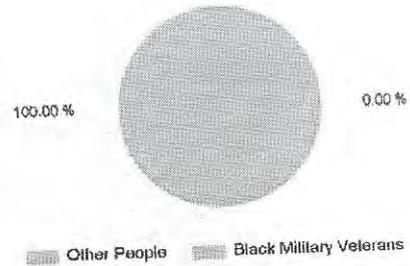
Gender % Ownership



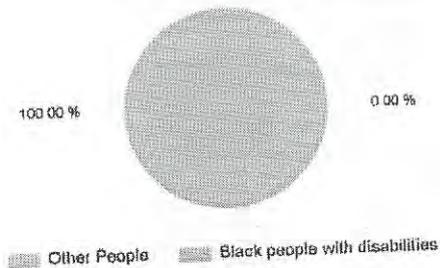
Youth % Ownership



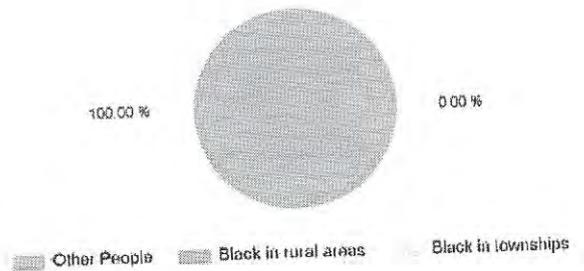
Military Veteran % Ownership



Disabled % Ownership



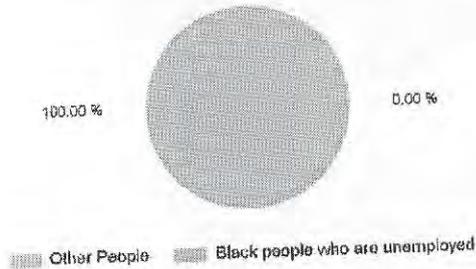
Living Area % Ownership





CSD REGISTRATION REPORT

Unemployed % Ownership



DIRECTORS/MEMBERS/OWNERS INFORMATION

DIRECTOR/MEMBER 1

Director type	Director
Director status	Active
Name(s)	BRENDA SHARON
Surname	KRUMMECK
Country	South Africa
Identification type	South African Identification Number
South African identification number	6203180094082
Work permit	0000000
Appointment date	26 Apr 2000 00.00.00:000
Email address	brenda@verso.co.za
Owner	No

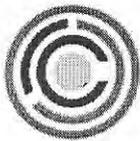
Created by	csd.reverifybatch@treasury.gov.za
Created date	09 Jun 2017 11:21:46:000
Edit by	csd.reverifybatch@treasury.gov.za
Edit date	30 Apr 2019 02:07:48:000
Restricted Supplier	No
Restriction Last Verification Date	29 Nov 2019 00:02:58:653
Government Employee	No
Government Employee Last Verification Date	29 Nov 2019 00:02:58:400
SA identification number Verified	Yes
SA identification number verification date	06 Nov 2019 12:26:15:960

DIRECTOR/MEMBER 2

Director type	Director
Director status	Active
Name(s)	WOUTER
Surname	HUGO
Country	South Africa
Identification type	South African Identification Number

Created by	csd.reverifybatch@treasury.gov.za
Created date	09 Jun 2017 11:21:47:000
Edit by	csd.reverifybatch@treasury.gov.za
Edit date	30 Apr 2019 02:07:48:000
Restricted Supplier	No
Restriction Last Verification Date	29 Nov 2019 00:02:58:670





CSD REGISTRATION REPORT

South African identification number: 7009075037089
 Work permit: 0000000
 Appointment date: 26 Apr 2000 00:00:00.000
 Email address: wouter@verso.co.za
 Owner: No

Government Employee: No
 Government Employee Last Verification Date: 29 Nov 2019 00:02:58.430
 SA identification number Verified: Yes
 SA identification number verification date: 06 Nov 2019 12:28:15.990

Director type: Director
 Director status: Active
 Name(s): EDWARD GEORGE
 Surname: THOMSON
 Country: South Africa
 Identification type: South African Identification Number
 South African identification number: 5709085154087
 Work permit: 0000000
 Appointment date: 23 Mar 2000 00:00:00.000
 Email address: edward@verso.co.za

Owner: No
 Created by: csd.reverifybatch@treasury.gov.za
 Created date: 09 Jun 2017 11:21:47.000
 Edit by: csd.reverifybatch@treasury.gov.za
 Edit date: 30 Apr 2019 02:07:48.000
 Restricted Supplier: No
 Restriction Last Verification Date: 29 Nov 2019 00:02:58.670
 Government Employee: No
 Government Employee Last Verification Date: 29 Nov 2019 00:02:58.447
 SA identification number Verified: Yes
 SA identification number verification date: 06 Nov 2019 12:28:16.023

Director type: Director
 Director status: Active
 Name(s): LEON
 Surname: VERMEULEN
 Country: South Africa
 Identification type: South African Identification Number
 South African identification number: 6911105211082
 Work permit: 0000000
 Appointment date: 16 Feb 2001 00:00:00.000
 Email address: leon@verso.co.za

Owner: No
 Created by: csd.revenfybatch@treasury.gov.za
 Created date: 09 Jun 2017 11:21:48.000
 Edit by: csd.revenfybatch@treasury.gov.za
 Edit date: 30 Apr 2019 02:07:49.000
 Restricted Supplier: No
 Restriction Last Verification Date: 29 Nov 2019 00:02:58.700
 Government Employee: No
 Government Employee Last Verification Date: 29 Nov 2019 00:02:58.463
 SA identification number Verified: Yes





CSD REGISTRATION REPORT

SA identification number
verification date 06 Nov 2019 12 26 16:053

Legal name	VERSO GROUP PTY LTD	Created date	16 May 2017 13 15:34:013
Ownership %	100.00%	Edit by	et@verso co za
Ownership status	Active	Edit date	16 May 2017 13 15:34:013
Created by	et@verso co za		

The CSD does not automatically verify foreign company registration number, international securities identification number, foreign identification numbers, foreign passport numbers, work permit numbers, foreign bank accounts, B-BBEE, demographic and accreditation information. Organs of State are required to manually verify this information with the applicable verification institutions as per their current policies and procedures.

Tips and Frequently Asked Questions (FAQ)

Identifier

CSD cannot electronically verify the identity of a supplier other than a South African individual / Sole Proprietor (through Home Affairs) or a company registered at the Companies and Intellectual Property Commission (CIPC). For this reason, a disclaimer is displayed for supply chain practitioners to obtain supporting documentation to verify the identity and legitimacy of a supplier in these cases.

Bank

For help on how to resolve bank failures click here: [I received an email stating the bank information I captured on the CSD was sent for bank account validation and could not be validated. The response received from the bank contains an error message.](#)
The various possible error messages received from the bank are highlighted in red. Search for the applicable message and follow the detailed steps associated with that error message.

Tax

Tax Compliance Status

For help on how to deal with tax status differences between CSD and the tax clearance certificate click here: [What should a supplier do if the tax status on CSD difference from the tax clearance certificate?](#)

Tax Compliance Expiry Date

For help on how to deal with tax status differences between CSD and the tax clearance certificate click here: [How does CSD determine the tax compliance expiry date?](#)

CIPC

Should the director/member information reflected on the CIPC registration report differs to that reflected on CSD for help click here: [The active Directors/Members are not being populated on the CSD Directors/Members screen as they appear at CIPC, how can I rectify this?](#)

State Employee

For more information pertaining to government employment status click here: [Will there be verification done to identify if a supplier is a government employee?](#)



13.	REPORTS BY THE MUNICIPAL MANAGER
13.1	INTERIM EMERGENCY EXPENDITURE REPORT IN RESPONSE TO THE COVID 19 PANDEMIC

Collaborator No: 8/1
BUDGET KPA Ref No: Good Governance and Compliance
Meeting Date: 12 June 2020

1. SUBJECT: INTERIM EMERGENCY EXPENDITURE REPORT IN RESPONSE TO THE COVID 19 PANDEMIC

2. PURPOSE

To inform Council of the interim emergency expenditure that was incurred in response to the COVID 19 pandemic.

3. DELEGATED AUTHORITY

Council

FOR APPROVAL

4. EXECUTIVE SUMMARY

On 15 March 2020, President Cyril Ramaphosa announced the declaration of a national state of disaster following the World Health Organisation declaring the COVID-19 outbreak as a pandemic as well as measures that must be implemented in South Africa. On 05 June 2020 the national state of disaster was extended to 15 July 2020.

On 18 March 2020, the regulations under the Disaster Management Act, 2002, regarding steps to prevent an escalation of the disaster or to alleviate contain, minimize the effects of the Disaster were gazetted in Government Notice No. 318 of 18 March 2020 as amended and substituted from time to time. The

During the national state of disaster, municipalities were expected to deliver emergency essential services. These services include:

- Fire, Rescue and Disaster Management
- Law Enforcement and Security
- Traffic Control
- Electro-Technical Services (Electricity)
- Waste Removal
- Water and Sanitation
- Sanitizing of public areas

Municipalities were also required to institute additional measures to prevent the spread of the COVID-19 virus and were required to equip essential staff with necessary Personal Protective Equipment (PPE). The provision of emergency essential services and the implementation of measures to limit the spread of the COVID 19 virus requires that an emergency procurement process be followed.

Direction 6.7.3 (h) issued in terms of section 27 (2) of the Disaster Management Act requires the municipality to report all procurement undertaken during the period of the state of disaster to the first council meeting after the lapsing or the termination of the state of disaster.

This item serves as an interim report of the emergency expenditure (Appendix 1) incurred in response to the COVID 19 pandemic and a complete report will be submitted to council after the lapsing or the termination of the state of disaster.

5. RECOMMENDATION

That Council approves the interim emergency expenditure, hereto attached as **APPENDIX 1**.

6. DISCUSSION / CONTENTS

6.1. Legislative Framework

DISASTER MANAGEMENT ACT, 2002

Section 27: Declaration of national state of disaster

27.

(1) In the event of a national disaster, the Minister may, by notice in the Gazette declare a national state of disaster if--

(a) existing legislation and contingency arrangements do not adequately provide for the national executive to deal effectively with the disaster; or
(b) other special circumstances warrant the declaration of a national state of disaster

(2) If a national state of disaster has been declared in terms of subsection (1) the Minister may, subject to subsection (3), and after consulting the responsible Cabinet member make regulations or authorise the issue directions concerning

(a) the release of any available resources of the national government, including stores, equipment, vehicles and facilities;
(b) the release of personnel of a national organ of state for the rendering of emergency services;

(c) the implementation of all or any of the provisions of a national disaster management plan that are applicable in the circumstances;

(d) the evacuation to temporary shelters of all or part of the population from the disaster-stricken or threatened area if such action is necessary for the preservation of life;

(e) the regulation of traffic to from or within the disaster-stricken or threatened area;

(f) the regulation of the movement of persons and goods to, from or within the disaster-stricken or threatened area;

(g) the control and occupancy of premises in the disaster-stricken or threatened area;

(h) the provision, control or use of temporary emergency accommodation;

(i) the suspension or limiting of the sale, dispensing or transportation of alcoholic beverages in the disaster-stricken or threatened area

(j) the maintenance or installation of temporary lines of communication to, from or within the disaster area;

(k) the dissemination of information required for dealing with the disaster;

(l) emergency procurement procedures;

(m) the facilitation of response and post-disaster recovery and rehabilitation;

(n) other steps that may be necessary to prevent an escalation of the disaster or to alleviate contain and minimise the effects of the disaster; or

(o) steps to facilitate international assistance

Government Gazette No 43096: Classification of National Disaster

Government Gazette No 43096 , Dr Nkosazana Dlamini Zuma, the Minister of Cooperative Governance and Traditional Affairs, as designated under Section 3 of

the Disaster Management Act, 2002 (Act No. 57 of 2002) ("the Act "), in terms of sections 27 (1) declared a national state of disaster.

Government Gazette No 43147: Disaster Management Act (57/2002): Directions made in terms of Section 27 (2) by the Minister of Corporate Governance and Traditional Affairs.

The government gazette No. 43147 directs municipalities and provinces in respect of the following matters in response to COVID 19:

- (a) Provision of water and sanitation services;*
- (b) Hygiene education, communication and awareness;*
- (c) Waste management, cleansing and sanitization;*
- (d) Municipal public spaces, facilities and offices;*
- (e) Customary initiations and cultural practices*
- (f) Isolation and quarantine;*
- (g) Monitoring and enforcement;*
- (h) Municipal operations and governance;*
- (i) Institutional arrangements and development of COVID -19 response plans; and*
- (j) Precautionary measures to mitigate employee health and safety risks.*

Disaster Management Act, 2002: Regulations issued in terms of Section 27(2) of the Act: Regulation 9 (b)

Emergency procurement for institutions is subject to —

The Municipal Finance Management Act (MFMA), 2003 (Act No. 56 of 2003), and the applicable emergency provisions in the Regulations made under that Act.

Government Gazette No 43184: Directives issued in terms of Section 27(2) of the Disaster Management Act: Direction 6.7.3 (h) (Appendix 2)

Municipalities are directed to:

Report all procurement undertaken during the period of the state of disaster to the first council meeting after the lapsing or the termination of the state of disaster.

Government Gazette No 43408: Extension of a National State of Disaster (COVID 19) (Appendix 3)

In terms of Section 27 (5) (c) of the Disaster Management Act the national state of disaster was extended to 15 July 2020.

Municipal Supply Chain Management Regulations: Deviation from and ratification of minor breaches of, procurement processes

36.

(1) A supply chain management policy may allow the accounting officer—

(a) To dispense with the official procurement processes established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only—

- (i) in an emergency;*
- (ii) if such goods or services are produced or available from a single provider only;*
- (iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;*
- (iv) acquisition of animals for zoos; or*
- (v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes; and*

(b) to ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

6.2. Discussion

On 15 March 2020, President Cyril Ramaphosa announced the declaration of a national state of disaster following the World Health Organisation declaring the COVID-19 outbreak as a pandemic as well as measures that must be implemented in South Africa.

On 18 March 2020, the regulations under the Disaster Management Act, 2002, regarding steps to prevent an escalation of the disaster or to alleviate contain, minimize the effects of the Disaster were gazetted in Government Notice No. 318 of 18 March 2020 as amended and substituted from time to time.

During the national state of disaster, municipalities were expected to deliver emergency essential services. These services include:

- Fire, Rescue and Disaster Management
- Law Enforcement and Security
- Traffic Control
- Electro-Technical Services (Electricity)
- Waste Removal
- Water and Sanitation
- Sanitizing of public areas

Municipalities were also required to institute additional measures to prevent the spread of the COVID-19 virus and were also required to equip essential staff with the necessary Personal Protective Equipment (PPE). The provision of emergency essential services and the implementation of measures to limit the spread of the COVID 19 virus requires that an emergency procurement process be followed.

Regulation 9 of the DMA regulations provide that emergency procurement for institutions is subject to the MFMA and the applicable emergency provisions in the Regulations made under the act. Furthermore National Treasury issued guidance in the form of MFMA Circular 102 that allows the Municipal Manager of the municipality to deviate in terms of regulation 36 of the Municipal Supply Chain Regulations. The MFMA Circular further states that the COVID-19 pandemic justifies the use of the emergency procurement provisions.

In line with Regulation 9 of the DMA and National Treasury's guidance, the Municipal Manager approved deviation 18/20 to ensure the effective delivery of emergency essential services and the implementation of measures to limit the spread of the COVID 19 virus.

Direction 6.7.3 (h) issued in terms of section 27 (2) of the Disaster Management Act requires the municipality to report all procurement undertaken during the period of the state of disaster to the first council meeting after the lapsing or the termination of the state of disaster.

This item serves as an interim report of the emergency expenditure incurred in response to the COVID 19 pandemic and a complete report will be submitted to council after the lapsing or the termination of the state of disaster.

A detailed report of emergency expenditure that was incurred to date, is hereto attached as **APPENDIX 1**.

6.3 Financial Implications

The emergency expenses relating to the COVID-19 were incurred from savings that was identified in the budget. An adjustment budget will be tabled in council to approve the emergency expenditure relating to COVID 19.

6.4 Legal Implications

The item is compliant with the following legislation:

- Municipal Finance Management Act and the applicable Regulations issued under the Act
- Disaster Management Act and the applicable Regulations issued under the Act

6.5 Staff Implications:

Equip staff with the necessary Personal Protective Equipment.

6.6 Previous / Relevant Council Resolutions:

None

6.7 Risk Implications

Prevent the spread of the COVID-19 virus.

6.8 Comments from Senior Management:

The item was not circulated for comment except to the Municipal Manager.

6.8.1 Municipal Manager

Supports the recommendations.

Appendices:

Appendix 1: Detailed report of the emergency expenditure that was incurred to date

Appendix 2: Government Gazette No 43184: Directives issued in terms of Section 27(2) of the Disaster Management Act

Appendix 3: Government Gazette No 43408: Extension of a National State of Disaster (COVID 19)

FOR FURTHER DETAILS CONTACT:

NAME	Kevin Carolus
POSITION	CFO
DIRECTORATE	Finance
CONTACT NUMBERS	021 808 8528
E-MAIL ADDRESS	Kevin.Carolus@stellenbosch.gov.za
REPORT DATE	08-06-2020

ITEM 13.1

App 1

Category	March 2020	April 2020	May 2020	Total
Emergency Essential Services	-	459 455	100 677	560 132
Food security	771 932	-	-	771 932
Personal Protective Equipment	890 213	843 190	529 228	2 262 631
Social Of Distress Resources	52 475	73 485	-	125 960
	1 714 620	1 376 131	629 904	3 720 655

Order Date	Order number	Service Provider	Item description	Category	Rand Value
16.03.2020	359581	Caprichem	500ml Sanitizer	Personal Protective Equipment	R 111 349,44
18.03.2020	359610	Epping Industrial Suppliers	Sanitizer wipes (160 wipes in bottle)	Personal Protective Equipment	R 137 635,68
23.03.2020	359705	Caprichem	250ml PET bottles	Personal Protective Equipment	R 1 138,50
23.03.2020	359705	Caprichem	250ml Atomizer	Personal Protective Equipment	R 931,50
25.03.2020	359740	Pienaar Bros	Disposable overalls	Personal Protective Equipment	R 27 600,00
26.03.2020	359747	Pienaar Bros	Nitrile gloves	Personal Protective Equipment	R 11 500,00
26.03.2020	359747	Pienaar Bros	Goggles	Personal Protective Equipment	R 25 392,00
26.03.2020	359747	Pienaar Bros	Shoe covers	Personal Protective Equipment	R 28 750,00
26.03.2020	359747	Pienaar Bros	Wet disposable Overall	Personal Protective Equipment	R 20 872,50
26.03.2020	359747	Pienaar Bros	Dry disposable Overall	Personal Protective Equipment	R 4 140,00
26.03.2020	359747	Pienaar Bros	Waikers	Personal Protective Equipment	R 36 225,00
26.03.2020	359747	Pienaar Bros	Rainsuits	Personal Protective Equipment	R 27 312,50
26.03.2020	359747	Pienaar Bros	Overall	Personal Protective Equipment	R 49 041,61
26.03.2020	359770	Startune	PVC elbow length gloves	Personal Protective Equipment	R 1 924,07
26.03.2020	359770	Startune	Radiation suits	Personal Protective Equipment	R 88 073,90
26.03.2020	359741	Pienaar Bros	Crayfish gloves	Personal Protective Equipment	R 28 980,00
26.03.2020	359768	Stelkor Pharmacy	Dusts Masks	Personal Protective Equipment	R 6 325,00
30.03.2020	Petty Cash	Seasons Find 1350	Surgical masks	Personal Protective Equipment	R 5 000,00
30.03.2020	359780	Caprichem	5L Sanitizer	Personal Protective Equipment	R 278 021,70
30.03.2020	359778	Nokhala Cleaning Services	Hot meals	Food security	R 450 000,00
30.03.2020	359777	Polarama Wholesalers	Blankets	Social Of Distress Resources	R 52 475,00
30.03.2020	359776	Nokhala Cleaning Services	Hot meals - supper	Food security	R 187 956,00
30.03.2020	359775	Nokhala Cleaning Services	Hot meals - brunch	Food security	R 75 141,00
30.03.2020	359774	Nokhala Cleaning Services	Transport	Food security	R 58 834,80
Total					R 1 714 620,20

Order Date	Order number	Service Provider	Item description	Category	Rand Value
01.04.2020	359792	Epping Industrial Suppliers	Crayfish gloves	Personal Protective Equipment	R 1 885,31
01.04.2020	359792	Epping Industrial Suppliers	Nitrile gloves	Personal Protective Equipment	R 7 048,93
01.04.2020	359792	Epping Industrial Suppliers	Wet Disposable overalls	Personal Protective Equipment	R 4 238,90
01.04.2020	359793	Startune	Surgical masks (50 in box)	Personal Protective Equipment	R 220 800,00
01.04.2020	359793	Startune	Nitrile gloves	Personal Protective Equipment	R 28 931,70
01.04.2020	359793	Startune	Dry Disposable overalls	Personal Protective Equipment	R 37 375,00
01.04.2020	359793	Startune	Radiation risk suits	Personal Protective Equipment	R 163 187,76
05.04.2020	359802	Malakhiwe Akohlulwa Onwaba	Matrasses	Social Of Distress Resources	R 73 485,00
07.04.2020	359805	VW Civil Engineering Supplies	80mm brass hydrant tampered proof	Emergency Essential Services	R 1 633,00
07.04.2020	359806	Mr Moosa t/a Western Cape Stationers	Surgical 3ply masks (50 per box)	Personal Protective Equipment	R 58 650,00
07.04.2020	359808	Rovic and Leers	Rovic 16L Knapsack sprayer	Personal Protective Equipment	R 40 250,00
08.04.2020	359818	Cape Concrete	Complete toilets	Emergency Essential Services	R 365 125,00
09.04.2020	359838	Jemaha	Gloves latex surgical (box of 100)	Personal Protective Equipment	R 8 970,00
09.04.2020	359837	Arc Technology	Crayfish gloves	Personal Protective Equipment	R 45 000,00
09.04.2020	359836	North safety Products	Gloves nitrile	Personal Protective Equipment	R 14 421,00
09.04.2020	359839	Ysterplaat Medical Supplies	Face shields	Personal Protective Equipment	R 55 200,00
09.04.2020	359843	Visser Engineering	Fittings for truck in order to do cleansing	Emergency Essential Services	R 29 486,00
15.04.2020	359854	J Maree Construction	Repairs at Van der Stell Gym	Emergency Essential Services	R 51 331,23
15.04.2020	359859	A and S Supplies	Knapsack sprayers	Emergency Essential Services	R 3 240,00
15.04.2020	359861	Startune	Mask surgical (50 per box)	Personal Protective Equipment	R 98 612,50
22.04.2020	359913	FG Uniforms	Uniforms for 19 Law Enforcement staff	Personal Protective Equipment	R 58 619,18
23.04.2020	359916	A and S Supplies	Knapsack sprayers	Emergency Essential Services	R 8 640,00
Total					R 1 376 130,51

Order Date	Order number	Service Provider	Item description	Category	Rand Value
04.05.2020	360023	Zonart	Reflective tape 50m	Personal Protective Equipment	R 7 130,00
05.05.2020	350025	Startune	Latex gloves	Personal Protective Equipment	R 17 825,00
06.05.2020	360027	Paper Boss	Infra red thermometers	Personal Protective Equipment	R 132 825,00
06.05.2020	360028	Bemet	Infra red thermometers	Personal Protective Equipment	R 48 300,00
08.05.2020	360032	Lynne Stokes	Cloth Masks	Personal Protective Equipment	R 157 320,00
08.05.2020	360036	Startune	Disposable dry one piece overall	Personal Protective Equipment	R 88 533,90
12.05.2020	360056	Pest Control	Sanitizing of Main building	Emergency Essential Services	R 11 500,00
13.05.2020	360084	Visser Engineering	Conversion of truck	Emergency Essential Services	R 61 835,50
13.05.2020	360087	ASR Glass repairs	Protective screen for Traffic Depart.	Personal Protective Equipment	R 53 668,20
13.05.2020	360089	ASR Glass repairs	Protective screen for Devon Valley Waste Water	Personal Protective Equipment	R 23 625,60
14.05.2020	360100	Pest Control Boland	Sanitizing of Beltana Electrical Offices	Emergency Essential Services	R 1 949,27
18.05.2020	360133	Pest Control Boland	Sanitizing of Beltana and Municipal Offices	Emergency Essential Services	R 25 392,00
Total					R 629 904,47

ITEM 13.1

App 2



Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA
REPUBLIEK VAN SUID AFRIKA

Regulation Gazette

No. 11073

Regulasiekoerant

Vol. 657

30

**March
Maart**

2020

No. 43184

N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes

ISSN 1682-5843



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Contents

<i>No.</i>	<i>Gazette No.</i>	<i>Page No.</i>
------------	------------------------	---------------------

GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

Co-operative Governance and Traditional Affairs, Department of/ Samewerkende Regering en Tradisionele Sake, Departement van	R. 432 Disaster Management Act (57/2002): Directions issued in terms of Section 27 (2) of the Act	43184	3
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GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

DEPARTMENT OF CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS

NO. R. 432

30 MARCH 2020

DISASTER MANAGEMENT ACT, 2002**DIRECTIONS ISSUED IN TERMS OF
SECTION 27(2) OF THE DISASTER MANAGEMENT ACT, 2002
(ACT NO. 57 OF 2002)**

I, Dr Nkosazana Dlamini Zuma, the Minister of Cooperative Governance and Traditional Affairs, hereby, in terms of section 27(2) of the Disaster Management Act, 2002 (Act No. 57 of 2002), issue the directions in the schedule hereto, to address, prevent and combat the spread of COVID-19 in South Africa.

NC Zuma

**DR NKOSAZANA DLAMINI ZUMA, MP
MINISTER OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS**

30.03.2020

SCHEDULE

Definitions

1. In these directions, "Directions" means the directions published by Government Notice No. 399 of 25 March 2020.

Amendment of the Directions

2. **Direction 6.7 of the Directions is hereby amended by the substitution with the following Direction:**

"6.7. Municipal operations and governance

6.7.1 Municipalities are required to perform various legislated functions, including consultation processes, the passing of budgets and the adoption of integrated development plans (IDPs).

6.7.2 Only meetings of the Metropolitan and District Command Centres may be undertaken during the initial 21 Day Lockdown period, or any other extended period of Lockdown that may be declared.

6.7.3 Municipalities are directed to:

- (a) Suspend all council meetings during the initial 21 Day Lockdown period, or any other extended period of Lockdown that may be declared.
- (b) Not convene any meetings, including the IDP community and consultation processes and the consideration and passing of budgets, during the initial 21 Day Lockdown period, or any other extended period of Lockdown that may be declared.
- (c) Ensure that after the Lockdown period or any other extended period of Lockdown, but still during the national state of disaster, meetings requiring more than 100 persons to be present, make appropriate alternative arrangements for meetings to proceed. These arrangements may include the viewing of proceedings from different venues, and then casting their votes in the council chambers in groups, which do not exceed the 100-person limit at any given time, or counting the

votes made in the different venues and then such votes added to inform decision-making.

- (d) Undertake emergency procurement within the framework of the Disaster Management Act, 2002 and the transversal contracts issued by the National Treasury, that have been finalised by the Municipal Infrastructure Support Agent prior to the pandemic. (please just make sure that these are indeed transversal contracts) see PFMA and MFMA.
- (e) Adhere to all applicable National Treasury Regulations and MFMA Circular 100, *Emergency Procurement in Response to COVID-19 Pandemic*, that were issued by the National Treasury in terms of the *Municipal Finance Management Act, 2003* (Act No. 56 of 2003).
- (f) Ensure that during the initial 21 Day Lockdown period, or any other extended period of Lockdown that may be declared, notwithstanding any requirements in terms of any systems of delegation of municipalities, decision-making that would have required the approval of councils, council committees, mayoral or executive committees, will be made by the Municipal Manager on written recommendation of the Chief Financial Officer and with approval or concurrence of the mayor or executive mayor.
- (g) Ascertain that decisions taken in respect of paragraph (f) above must be of an emergency nature and which may not be able to be deferred to after the Lockdown, are reported and ratified in the first meeting of the relevant structure as per the systems of delegation of the municipality.
- (h) Report all procurement undertaken during the period of the state of disaster to the first council meeting after the lapsing or the termination of the state of disaster.

6.7.4 Municipal entities are directed to:

- (a) Ensure that during the initial 21 Day Lockdown period, or any other extended period of Lockdown that may be declared, notwithstanding any requirements in terms of any systems of delegation of municipalities, decision-making that

would have required the approval of councils, council committees, mayoral or executive committees, will be made by the Accounting Officer of the Entity on written recommendation of the Chief Financial Officer and with approval or concurrence of the Chairperson of the Board of the Entity.

- (b) Ascertain that decisions taken in respect of paragraph (a) above must be of an emergency nature and which may not be able to be deferred to after the Lockdown, are reported and ratified in the first meeting of the relevant structure as per the systems of delegation of the municipality.

Printed by and obtainable from the Government Printer, Bosman Street, Private Bag X85, Pretoria, 0001
Contact Centre Tel: 012-748 6200. eMail: info.egazette@gpw.gov.za
Publications: Tel: (012) 748 6053, 748 6061, 748 6065

ITEM 13.1

App 3

GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

DEPARTMENT OF CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS

NO. 646

05 JUNE 2020

DISASTER MANAGEMENT ACT, 2002**EXTENSION OF A NATIONAL STATE OF DISASTER (COVID-19)**

I, the Minister of Cooperative Governance and Traditional Affairs, as designated under Section 3 of the Disaster Management Act, 2002 (Act No. 57 of 2002) ("the Act"), in terms of section 27(5)(c) the Act, hereby extends the national state of disaster that I declared on 15 March 2020 by Government Notice 313, published in Government Gazette 43096, to 15 July 2020, taking into account the need to continue augmenting the existing mitigation measures undertaken by organs of state to address the impact of the disaster.

**DR NKOSAZANA DLAMINI ZUMA, MP****MINISTER OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS**

DATE: 04.06.2020

14.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER
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NONE

15.	CONSIDERATION OF URGENT MOTIONS
-----	---------------------------------

NONE

16.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
-----	---------------------------------------------------

17.	REPORTS SUBMITTED BY THE SPEAKER
-----	----------------------------------

NONE

18.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
-----	------------------------------------------

NONE

19.	MATTERS TO BE CONSIDERED IN-COMMITTEE
-----	---------------------------------------

(SEE IN-COMMITTEE AGENDA)

THE AGENDA HAS BEEN DISCUSSED WITH THE SPEAKER, CLLR N JINDELA, AND HE AGREES WITH THE CONTENT.
