



# STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2023-05-24

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## **MINUTES**

### **14<sup>TH</sup> MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY**

**2023-05-24 AT 10:00**

**MINUTES**  
**14<sup>TH</sup> MEETING OF COUNCIL**  
**OF STELLENBOSCH MUNICIPALITY**  
**2023-05-24**

**TABLE OF CONTENTS**

<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE</b>
<b>1.</b>	<b>OPENING AND WELCOME</b>	
<b>2.</b>	<b>MAYORAL ADDRESS</b>	
<b>3.</b>	<b>COMMUNICATIONS BY THE SPEAKER</b>	
<b>4.</b>	<b>COMMUNICATIONS BY THE MUNICIPAL MANAGER</b>	
<b>5.</b>	<b>DISCLOSURE OF INTERESTS</b>	
<b>6.</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE</b>	
<b>7.</b>	<b>APPROVAL OF THE MINUTES OF PREVIOUS MEETING/S</b>	
7.1	Minutes of the 13 <sup>th</sup> Council meeting held on 2023-04-26	
<b>8.</b>	<b>STATUTORY MATTERS</b>	
8.1	ADOPTION OF THE 1ST REVIEW OF THE 5TH GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027	4
8.2	MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2023/2024-2025/2026	6
8.3	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR APRIL 2023	8
<b>9.</b>	<b>REPORT BY THE MUNICIPAL MANAGER ON OUTSTANDING RESOLUTIONS</b>	
	THE OUTSTANDING RESOLUTIONS SERVES ON THE SECTION 80 COMMITTEE AGENDAS PER COUNCIL RESOLUTION	
<b>10.</b>	<b>ITEMS FOR NOTING</b>	
<b>10.1</b>	<b>REPORT/S BY THE EXECUTIVE MAYOR</b>	
	NONE	
<b>10.2</b>	<b>REPORT/S BY THE SPEAKER</b>	
	NONE	
<b>10.3</b>	<b>REPORT/S BY THE MUNICIPAL MANAGER</b>	
	NONE	
<b>11.</b>	<b>CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD G VAN DEVENTER]</b>	
<b>11.1</b>	<b>PROTECTION SERVICES: [PC:]</b>	
11.1.1	PERMISSION TO VISIT GERMANY ON INVITATION OF LANDESVERBAND KINDER - UND JUNGERHOLUNGSZENTREN (KIEZ) – FIREFIGHTING EXCHANGE PROGRAM 20 AUGUST 2023 - 31 AUGUST 2023	9

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
<b>11.2</b>	<b>YOUTH, SPORTS AND CULTURE: [PC: CLLR R ADAMS]</b>	
	NONE	
<b>11.3</b>	<b>CORPORATE SERVICES: [PC: CLLR L NKAMISA]</b>	
11.3.1	APPLICATION FOR SEPERATION OF NOTARIALLY TIED PROPERTIES, PORTION 17 OF FARM 369 AND PORTION 3 OF FARM 527 FROM THE MOTHER ERF, PORTION 837 OF THE FARM BLAAUW KLIP NUMBER 510	11
11.3.2	APPLICATION HORIZON HOUSE TO EXTEND LEASE: ERF 3722 AND PORTIONS OF ROAD RESERVE	13
<b>11.4</b>	<b>FINANCIAL SERVICES: [PC: CLLR P JOHNSON]</b>	
	NONE	
<b>11.5</b>	<b>HUMAN SETTLEMENTS: [PC: CLLR J FASSER]</b>	
	NONE	
<b>11.6</b>	<b>INFRASTRUCTURE SERVICES: [PC]</b>	
11.6.1	REQUEST FOR APPROVAL OF THE DRAFT POLICY ON SIDEWALK ACCESSIBILITY	15
11.6.2	PARKING MANAGEMENT ALONG THE MAIN ROAD IN THE CENTRAL BUSINESS DISTRICT AREA OF FRANSCHHOEK	17
<b>11.7</b>	<b>PARKS, OPEN SPACES AND ENVIRONMENT: [PC: CLLR J JOON]</b>	
	NONE	
<b>11.8</b>	<b>PLANNING: [PC: CLLR C VAN WYK]</b>	
11.8.1	ADOPTION OF THE FINAL DRAFT STELLENBOSCH BY-LAW ON MUNICIPAL LAND USE PLANNING, 2023 AND ASSOCIATED SYSTEM OF DELEGATIONS AND CATEGORISATION MODEL	18
11.8.2	APPROVAL OF THE FINAL DRAFT STELLENBOSCH MUNICIPALITY OUTDOOR ADVERTISING & SIGNAGE BY-LAW	20
11.8.3	APPROVAL OF THE ADAM TAS CORRIDOR OVERLAY ZONE IN TERMS OF THE STELLENBOSCH MUNICIPALITY LAND USE PLANNING BY-LAW, 2019	21
11.8.4	REQUEST FOR THE APPROVAL OF THE DRAFT STELLENBOSCH MUNICIPALITY INCLUSIONARY ZONING POLICY, 2023	23
11.8.5	APPOINTMENT OF NEW TERM OF OFFICE AND MEMBERS OF THE STELLENBOSCH MUNICIPAL PLANNING TRIBUNAL (SMPT)	25
<b>11.9</b>	<b>LOCAL ECONOMIC DEVELOPMENT AND TOURISM: [PC: CLLR R DU TOIT]</b>	
11.9.1	REQUEST TO UNDERTAKE THE PUBLIC PARTICIPATION PROCESS ("PPP") IN RESPECT OF THE DRAFT STELLENBOSCH MUNICIPALITY EVENTS PERMITTING BY-LAW, 2023	
<b>11.10</b>	<b>RURAL MANAGEMENT: [PC: CLLR J WILLIAMS]</b>	
	NONE	
<b>11.11</b>	<b>MUNICIPAL MANAGER</b>	
	NONE	

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
<b>12.</b>	<b>CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER</b>	
<b>12.1</b>	<b>MUNICIPAL PUBLIC ACCOUNTS COMMITTEE: (MPAC): [CLLR WF PIETERSEN]</b>	
	NONE	
<b>13.</b>	<b>REPORTS BY THE MUNICIPAL MANAGER</b>	
13.1	QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 OCTOBER 2022 TILL 31 DECEMBER 2022	28
13.2	QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 JANUARY 2023 TILL 31 MARCH 2023	30
13.3	AUDIT AND PERFORMANCE AUDIT COMMITTEE EFFECTIVENESS ASSESSMENT REPORT 2022-23	31
13.4	SECTION 116(3); B/SM 13/21: ESH.3, TO UNDERTAKE: PROFESSIONAL ELECTRICAL ENGINEERING SERVICES FOR THE PROCUREMENT AND INSTALLATION OF TWO NEW 20MVA 66/11KV TRANSFORMERS AND ASSOCIATED: AMENDED SCOPE OF WORKS	32
13.5	CHANGES TO THE SECTION 80 COMMITTEES	35
13.6	FILLING OF VACANCY ON MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) AND OVERSIGHT COMMITTEE	40
<b>14.</b>	<b>CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER</b>	
	NONE	
<b>15.</b>	<b>CONSIDERATION OF URGENT MOTIONS</b>	
<b>16.</b>	<b>URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER</b>	
<b>17.</b>	<b>REPORT/S SUBMITTED BY THE SPEAKER</b>	
17.1	QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING 3 <sup>rd</sup> QUARTER	42
<b>18.</b>	<b>REPORT/S SUBMITTED BY THE EXECUTIVE MAYOR</b>	
	NONE	
<b>19.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>	
	(MINUTES OF THE 13 <sup>TH</sup> COUNCIL MEETING [IN-COMMITTEE]: 2023-04-26 TO BE CONFIRMED)	

**MINUTES OF THE 14<sup>TH</sup> COUNCIL MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY HELD ON 2023-05-24 AT 10:00 IN THE TOWN HALL, PLEIN STREET, STELLENBOSCH**

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**TO** The Speaker, Cllr Q Smit [Chairperson]  
The Executive Mayor, Ald GMM Van Deventer  
The Deputy Executive Mayor, Cllr JS Fasser  
The Council Whip, Cllr P Crawley

**COUNCILLORS**

RA Adams	NR Ndalasi (until 11:20)
J Andrews	CD Noble
Ald JC Anthony	L Nkamisa
ZJ Dalling	M Nkopane
MM Danana	N Ntsunguzi
I De Taillerfer	N Olayi
R Du Toit	WC Petersen
A Ferns	RO Pheiffer
E Groenewald	WF Pietersen
AJ Hanekom	MG Rataza
P Johnson	Ald JP Serdyn
J Joon	MJ Slabbert
O Jooste	SR Schäfer
X Kalipa	A Tomose
N Mananga-Gugushe	RB Van Rooyen
C Manuel	M Van Stade
EP Masimini	CA Van Wyk
XL Mdemka	E Vermeulen
RS Nalumango	J Williams

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**OFFICIALS**

Municipal Manager (G Mettler)  
Chief Financial Officer (K Carolus)  
Director: Community and Protection Services (G Boshoff)  
Director: Corporate Services (A De Beer)  
Director: Planning and Economic Development (A Barnes)  
Director: Infrastructure (S Chandaka)  
Chief Audit Executive (F Hoosain)  
Senior Administration Officer (T Samuels)

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<b>1.</b>	<b>OPENING AND WELCOME</b>
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The Speaker, Cllr Q Smit, extended a warm welcome to all present in the 13<sup>th</sup> Council meeting.

<b>2.</b>	<b>MAYORAL ADDRESS</b>
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- Congratulations to Stellenbosch FC, who have qualified for the final of the Premier League Next Generation Cup for the second season in a row after being held to a 3-3 draw by West Ham United. The team also consolidated their status as a top eight outfit in the DStv Premiership, and with it a spot in Next season's MTN8, by recording a 2-1 win over TS Galaxy at the Danie Craven Stadium last Saturday afternoon.
- This week, we welcome Global United F.C. to our Valley as part of their ongoing global initiatives of spreading hope through football and taking care of the environment. The week's activities will end with a match against the Cape Legends! We look forward to hosting this team of global football legends and environmental ambassadors in Stellenbosch. Thank you to Visit Stellenbosch, the Stellenbosch Academy of Sport, Stellenbosch University and Stellenbosch FC for your continued support.
- Want to thank the residents of Stellenbosch, but especially residents affected by the power outage in block 8. Thank you for your patience and understanding. As explained, the infrastructure is the property of ESKOM, and the municipality is not allowed to work on the infrastructure, but we can offer all our assistance and support to address the problem.
- Congratulations to Lanzerac Wine Estate and Babylonstoren, who have been nominated as SA's Best Day Spa & Lanzerac and Delaire Graff Estate were nominated as SA's Best Hotel Spa in the 2023. We are proud to have these estates in our municipality.

<b>3.</b>	<b>COMMUNICATION BY THE SPEAKER</b>
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**BIRTHDAYS**

- The Speaker congratulated the following Councillors who celebrated their birthdays during May and June:
  - Cllr J Williams – 7 May
  - Cllr E Vermeulen – 20 May
  - Cllr Q Smit – 1 June
  - Cllr NR Ndalasi – 12 June

**ITEM 11.3.1 ON THE AGENDA**

- The Speaker informed Council that Item 11.3.1 on the Agenda is withdrawn and referred back to the Administration for additional information.

<b>4.</b>	<b>COMMUNICATION BY THE MUNICIPAL MANAGER</b>
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- "Youth Day will be celebrated on 16 June and I would like to leave you with the following:  
  
*"Youth is the energy and hope and they are the ones who define the future of any country"*
- On 16 June - let us motivate and encourage our youth to be positive and happy in life, because that is ultimately the generation that will take over from us.
- I would like to thank the community for their understanding and patience during the recent breakdowns to the electricity infrastructure.
- I am so proud to be part of a town and a community with one of the best soccer teams in the country, namely Stellenbosch Football Club who moved from nr 8 to nr 6 on the PSL log and that is quite an achievement. Even the Junior Team is doing exceptionally well overseas currently and they've won both their matches and is undefeated. Well done to the club and for the tremendous work they do within the youth in our communities.
- A vote of thanks to the officials who worked tirelessly during the night to restore the electricity in the affected areas of Cloetesville and some parts of Kayamandi and Koelenhof. We see and appreciate what you do.

Thank you".

<b>5.</b>	<b>DISCLOSURE OF INTERESTS</b>
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**Councillors WC Petersen and WF Pietersen (Item 8.2, page 1177)**

Cllrs WC Petersen and WF Pietersen declared that they are members of organisations mentioned on page 1177 of the budget document. Speaker RULED that Cllrs WC Petersen and WF Pietersen do not need to recuse themselves when this item is dealt with.

<b>6.</b>	<b>APPLICATION FOR LEAVE OF ABSENCE</b>
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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 R Hendrikse	–	24 May 2023
Cllr NM Mkhontwana	–	24 May 2023
Cllr N Mcombring	–	24 May 2023

<b>7.</b>	<b>CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING/S</b>
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<b>7.1</b>	<b>13<sup>TH</sup> COUNCIL MEETING: 2023-04-26</b>
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The minutes of the 13<sup>th</sup> Council Meeting: 2023-04-26 was **confirmed as correct without any changes.**

<b>8.</b>	<b>STATUTORY MATTERS</b>
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<b>8.1</b>	<b>ADOPTION OF THE 1<sup>ST</sup> REVIEW OF THE 5<sup>TH</sup> GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027</b>
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**Collaborator No:** 749389  
**IDP KPA Ref No:** Good Governance and Compliance  
**Meeting Date:** 17 May 2023 & 24 May 2023

**1. SUBJECT: ADOPTION OF THE 1<sup>ST</sup> REVIEW OF THE 5<sup>TH</sup> GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027**

**2. PURPOSE**

To submit the following to the Council for adoption:

- (a) The 1<sup>st</sup> Review of the 5<sup>th</sup> Generation Integrated Development Plan (IDP) 2022 – 2017, attached as **ANNEXURE A**; and
- (b) The public participation input and comments, written submissions and the Provincial Government SIME Assessment Report on the Draft 1<sup>st</sup> Review of the 5<sup>th</sup> Generation IDP 2022 - 2027, attached as **ANNEXURE B**.

**3. DELEGATED AUTHORITY**

Council.

**4. EXECUTIVE SUMMARY**

In terms of Section 34(a)(i)(ii) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA), each municipal council must review its Integrated Development Plan annually in accordance with an assessment of its performance measurements in terms of Section 41 of MSA and to the extent the changing circumstances so demand. Therefore, taking into account the changing circumstances in the municipal environment, including the community's needs and priorities.

The 1<sup>st</sup> Review of the 5<sup>th</sup> Generation IDP 2022 – 2027 informs the municipality's budget and details the municipality's actions to address the vision, mission, strategic objectives, and needs of the community.

The municipal IDP must be reviewed annually 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.

The IDP and Budget public participation period was open from Monday, 03 – 25 April 2023 (23 days), to allow members of the community and stakeholders sufficient time to provide written inputs and or comments on the Draft 1<sup>st</sup> Review of the 5<sup>th</sup> Generation IDP 2022 – 2027. Eight (8) area-based public participation meetings were held from Wednesday, 12 April to Tuesday, 18 April 2023 in the respective areas / wards. This was to allow community members to submit verbal inputs. A virtual stakeholder engagement was held on Thursday, 20 April 2023, attended by councillors, senior management, stakeholders, and role-players in the Stellenbosch Municipal area.



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**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 8.1****RESOLVED** (majority vote with 3 abstentions)

- (a) that the Stellenbosch Municipality's 1<sup>st</sup> Review of the 5<sup>th</sup> Generation IDP 2022 – 2027, attached as **ANNEXURE A**, be adopted;
- (b) that the public participation inputs and written submissions on the Draft 1<sup>st</sup> Review of the 5<sup>th</sup> Generation IDP 2022 – 2027, attached as **ANNEXURE B**, be noted; and
- (c) that an advertisement be placed on the official website of the municipality and in the local newspaper notifying the public that the 1<sup>st</sup> Review of the 5<sup>th</sup> Generation IDP 2022 – 2027 has been adopted by the Council.

8.2	<b>MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2023/2024-2025/2026</b>
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Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

17 May 2023 & 24 May 2023

**1. SUBJECT: MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK  
2023/2024-2025/2026**

**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 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 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 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).
- c) That Council specifically note and consider the need to take up external loans to fund critically needed refurbishment of infrastructure to the amount of R560 million of which over the MTREF R200 million will be required in year one, R200 million in year two and R160 million in year three (refer to Section G: High Level Budget Overview and Table A1 Budget Summary) and confirms approval of same in order for the Chief Financial Officer to attend to the necessary legislative requirements.

**3. DELEGATED AUTHORITY**

**FOR APPROVAL BY MUNICIPAL COUNCIL**

**EXECUTIVE SUMMARY**

**BUDGET**

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

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 8.2**

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

During the Mayor's Budget Speech, Cllr Ndalasi continuously interrupted the Speaker and after three (3) warnings the Speaker **RULED** that Cllr Ndalasi be removed from the Town Hall in terms of Rule 32 of Council's Rules of Order By-Law.

**RESOLVED** (majority vote)

- (a) that the Draft 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 2023/2024, 2024/2025 and 2025/2026, 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 Council specifically take note of the amendments made to the Development charges policy as set out in **APPENDIX 10** and development charges tariffs **APPENDIX 36** based on the public comments and submissions received and approval of same for public release and comment;
- (g) that the proposed amendments to existing budget related policies and other policies as set out in **APPENDICES 5 - 34**, be approved;
- (h) 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 R560 millions of which R200 million will be required in year one, R200 million in year two and R160 million in year three (refer to Section G: High Level Budget Overview and Table A1 Budget Summary) and confirm approval of same;
- (i) that Council specifically take note of the amendments made to the proposed electricity charges based on the NERSA guidelines and approval of same for public release and comment **APPENDIX 36**;
- (j) that Council takes note of MFMA circulars 122 and 123 that was published to guide the MTREF for 2023/2024 to 2025/2026 as set out in **APPENDICES 34 – 35**; and
- (k) that Council takes note that the public comments and submissions were considered with the compilation of the final budget.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<b>MONIQUE STEYL</b>
<b>POSITION</b>	<b>SENIOR MANAGER: FINANCIAL MANAGEMENT SERVICES</b>
<b>DIRECTORATE</b>	<b>FINANCIAL SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8516</b>
<b>E-MAIL ADDRESS</b>	<b>Monique.steyl@ Stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>11 May 2023</b>

<b>8.3</b>	<b>MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR APRIL 2023</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

17 May 2023 & 24 May 2023

**1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR APRIL 2023**

**2. PURPOSE**

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2022/2023 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 (2022/2023) stipulate that SCM deviations be reported to Council. In compliance thereto, this report presents to Council the SCM deviations that occurred during April 2023.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 8.3**

**NOTED**

the deviations as listed for the month of April 2023.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Dalleel Jacobs
<b>POSITION</b>	<b>Senior Manager: Supply Chain Management</b>
<b>DIRECTORATE</b>	<b>Financial Services</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8528</b>
<b>E-MAIL ADDRESS</b>	<b>Dalleel.Jacobs@ Stellenbosch.gov.za</b>
<b>REPORT DATE</b>	11 May 2023

<b>9.</b>	<b>REPORT BY THE MUNICIPAL MANAGER ON OUTSTANDING RESOLUTIONS</b>
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No report submitted as outstanding resolutions serves at Section 80 Committees.

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

<b>10.2</b>	<b>REPORT/S BY THE SPEAKER</b>
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NONE

<b>10.3</b>	<b>REPORT/S BY THE MUNICIPAL MANAGER</b>
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NONE

<b>11.</b>	<b>CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD G VAN DEVENTER]</b>
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<b>11.1</b>	<b>PROTECTION SERVICES: (PC:)</b>
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<b>11.1.1</b>	<b>PERMISSION TO VISIT GERMANY ON INVITATION OF LANDESVERBAND KINDER -UND JUNGERHOLUNGSZENTREN (KIEZ) – FIREFIGHTING EXCHANGE PROGRAM 20 AUGUST 2023 - 31 AUGUST 2023</b>
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Collaborator No: 749544  
IDP KPA Ref No: Good Governance and Compliance  
Meeting Date: 17 May 2023 & 24 May 2023

**1. SUBJECT: PERMISSION TO VISIT GERMANY ON INVITATION OF LANDESVERBAND KINDER -UND JUNGERHOLUNGSZENTREN (KIEZ) – FIREFIGHTING EXCHANGE PROGRAM 20 AUGUST 2023 - 31 AUGUST 2023**

**2. PURPOSE OF REPORT**

To obtain Council approval to visit Germany on invitation of KIEZ, an NGO, on a firefighting exchange program from 20 August 2023 to 31 August 2023.

**3. DELEGATED AUTHORITY**

In terms of 9.2 of the Cost Containment Policy 2019, only the municipal council in a council meeting can approve the international travel for any official or political bearer.

**4. EXECUTIVE SUMMARY**

Assistant Chief Fire Officer Mr Craig van Reenen was nominated to participate in the firefighting exchange program to represent Stellenbosch Municipality in Germany from 20 August 2023 to 31 August 2023.

The invitation by the Landesverband Kinder-und Jungerholungszentren (KIEZ), sponsor one official from a municipality to attend the German peer learning program.

The costs for accommodation and transport in Germany will be covered by the host, KIEZ. The municipality is requested to cover the travel costs to and from Germany as well as other associated costs such as daily allowances. See attached as Appendix 1. This is an excellent opportunity for firefighters to share their expertise with a first world country.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.1.1****RESOLVED** (nem con)

- (a) that Council approves the request for attendance of the firefighting exchange program that will be hosted in Germany from 20 to 31 August 2023; and
- (b) that Council approves the daily allowance and travel costs to and from Germany for the duration of the program.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Geraldine Mettler
<b>POSITION</b>	Municipal Manager
<b>DIRECTORATE</b>	Municipal Manager
<b>CONTACT NUMBERS</b>	021 808 8025
<b>E-MAIL ADDRESS</b>	<a href="mailto:municipal.manager@stellenbosch.gov.za">municipal.manager@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	9 May 2023

11.2	<b>YOUTH, SPORTS AND CULTURE: [PC: CLLR R ADAMS]</b>
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NONE

11.3	<b>CORPORATE SERVICES: (PC: CLLR L NKAMISA)</b>
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11.3.1	<b>APPLICATION FOR SEPERATION OF NOTARIALLY TIED PROPERTIES, PORTION 17 OF FARM 369 AND PORTION 3 OF FARM 527 FROM THE MOTHER ERF, PORTION 837 OF THE FARM BLAAUW KLIP NUMBER 510</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

17 May 2023 & 24 May 2023

1. **SUBJECT: APPLICATION FOR SEPERATION OF NOTARIALLY TIED PROPERTIES, PORTION 17 OF FARM 369 AND PORTION 3 OF FARM 527 FROM THE MOTHER ERF, PORTION 837 OF THE FARM BLAAUW KLIP NUMBER 510**

2. **PURPOSE**

To obtain Council-approval for the separation of Notarial tied properties, portion 17 of Farm 369 and portion 3 of Farm 527 from the Mother Erf, Portion 837 of the farm Blaauw Klip number 510.

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

During October 2004 a Deed of Sale was entered into between the Stellenbosch Municipality, the Cape Dutch Estate Stellenbosch (Pty) Ltd and Blaauwklippen Agricultural Estates (Pty) Ltd. A copy of the Deed of Sale is attached hereto as **APPENDIX 1**. In terms of the Deed of Sale various portions of Council-owned land were sold to the purchasers (now the applicants).

In terms of Clause 2.2.3 it was recorded that:

*“The seller shall be entitled to impose a notarial tie condition between the property hereby sold and the existing property of the purchaser, so that the purchaser or its successor in title shall not be entitled to sell or otherwise alienate or transfer any portion of the property hereby sold without the simultaneous sale or alienation or transfer of the property collectively referred to as Blaauwklippen Estate, being the existing property of the Purchaser, or its successor in title, to the same transferee.”*

The reason for inserting the clause was to ensure that the Purchaser would not be able to sell or otherwise dispose of the property that was sold to them. For this reason, the municipal properties were first consolidated into one portion, and then notarially tied to the property collectively referred to as Blaauwklippen. The Notarial Deed, registering the notarial tie (condition of sale), was registered with the Registrar of Deeds on 25 July 2006, a copy of which is attached hereto as **APPENDIX 2**.

An application is now brought to un-tie Portion 17 of the Farm 369 (Paradyskloof Erf) and Portion 3 of the Farm 527 (Skilpadrug Erf) from the Mother Erf (**APPENDIX 4**).

The application is brought on the basis that the fact that Blaauwklippen cannot sell these properties is placing a financial strain on the business and they are not able to raise the necessary funds they require for operational purposes. COVID had, and continues to have, a devastating effect on Blaauwklippen's wine and hospitality businesses. They say it is not an application for change in land use for development purposes, but merely to enable the current owners to utilise the properties individually to raise funds. They say it will not necessarily lead to the urban development of the properties as the farm will remain zoned for agricultural purposes and be protected by the MSDF.

The properties are situated outside the urban edge (**APPENDIX 5**). Council however in March 2023 approved the inclusion of "portion of remainder, portion 3 and a broader portion of portion 7 of farm 527 portion 7 of Farm 527" to form part of the housing pipeline (**APPENDIX 6**).

#### 14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.3.1

The Speaker **INFORMED** Council that this item is withdrawn and referred back to the Administration for additional information.

#### FOR FURTHER DETAILS CONTACT:

<b>NAME</b>	<i>Annalene de Beer</i>
<b>POSITION</b>	<i>Director: Corporate Services</i>
<b>DIRECTORATE</b>	<i>Corporate Services</i>
<b>CONTACT NUMBERS</b>	<i>021-8088073</i>
<b>E-MAIL ADDRESS</b>	<i><a href="mailto:annalene.debeer@ Stellenbosch.gov.za">annalene.debeer@ Stellenbosch.gov.za</a></i>
<b>REPORT DATE</b>	<i>2023-05-09</i>



11.3.2	<b>APPLICATION HORIZON HOUSE TO EXTEND LEASE: ERF 3722 AND PORTIONS OF ROAD RESERVE</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

17 May 2023 & 24 May 2023

**1. SUBJECT: APPLICATION HORIZON HOUSE TO EXTEND LEASE: ERF 3722 AND PORTIONS OF ROAD RESERVE**

**2. PURPOSE**

To inform Council of the request from Horizon House to extend the lease agreement entered into in 2020.

**3. DELEGATED AUTHORITY**

Council where an agreement exceeds 9 years and 11-months or the value is above R5 million.

**4. EXECUTIVE SUMMARY**

Horizon House, situated on the outskirts of Onder Papegaaiberg, is an NGO catering for the needs of people living with disabilities. They indicated in 2020 that they have received a donation to put up new fencing around the facility and to develop walking trails, to be use by their residents, and also the greater public. They wanted to extend the area onto a portion of municipal land, situated to the south of their property for this reason, on an encroachment basis. Council considered the matter and approved the lease of an area of approximately 2500 m<sup>2</sup> for a period of 9 years and 11 months after a public participation process and considering the comments received.

Due to the nature of an encroachment this legal vehicle are no longer used for applications to use council land for whatever reason is proposed. An agreement was entered into with Huis Horizon, attached as **APPENDIX 1**. We have received a further request from them for a longer lease period – **APPENDIX 2** attached. It seems from the information provided that none of the improvements envisaged in 2020 has materialised. They are requesting a longer lease period over the current leased land, but it is was not clear how long. The item served before Mayco in February 2023 and was referred back for clarification and refinement.

We have contacted Huis Horizon and attached as **APPENDIX 3** is the latest information received from them indicating a request for a 30-year lease agreement. Any agreement longer than 10 years should be registered with the deeds office and the information statement process where council advertise an intention to enter into the long term lease must be advertised for public comment. Only after comment has been received and considered can an in principal decision be taken ( which must again be advertised given that it is not an open market lease) about any extension of the current lease agreement. Council must approve the information statement (**APPENDIX 4**) should the request be entertained, and the item will then be returned to council after comments has been received. A new lease agreement will be entered into if the application is approved eventually.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.3.2****RESOLVED** (majority vote)

- (a) that Council confirm that erf 3722 and portions of the road reserve situated next to Huis Horizon is not needed for municipal services;
- (b) that Council put out an information statement indicating that a 30-year lease will be considered pending on the response from the community;
- (c) that Council approve the draft information statement attached as **APPENDIX 4**;
- (d) that the Applicant must allow reasonable access to the public during the day and that the rules for access be submitted to the Municipal Manager for approval before implementation;
- (e) that the Applicant restore the watercourse to its natural status and maintain it as such for the full period of the lease;
- (f) that the Administration map the area to be leased precisely and attach it to the return item after the public participation process;
- (g) that the current lease agreement remains in place until a final decision is made.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Annalene de Beer</i>
<b>POSITION</b>	<i>Director</i>
<b>DIRECTORATE</b>	<i>Corporate Services</i>
<b>CONTACT NUMBERS</b>	<i>021-8088018</i>
<b>E-MAIL ADDRESS</b>	<i>Annalene.deBeer@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>2023 -05 - 12</i>

11.4	<b>FINANCIAL SERVICES: (PC: CLLR P JOHNSON)</b>
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NONE

11.5	<b>HUMAN SETTLEMENTS: (PC: CLLR J FASSER)</b>
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NONE

11.6	<b>INFRASTRUCTURE SERVICES : (PC : CLLR)</b>
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11.6.1	<b>REQUEST FOR APPROVAL OF THE DRAFT POLICY ON SIDEWALK ACCESSIBILITY</b>
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Collaborator No:	745030
IDP KPA Ref No:	Good Governance and Compliance
Meeting Date:	17 May 2023 & 24 May 2023

**1. SUBJECT: REQUEST FOR APPROVAL OF THE DRAFT POLICY ON SIDEWALK ACCESSIBILITY**

**2. PURPOSE**

That council notes and approves the draft policy on Sidewalk Management.

**3. DELEGATED AUTHORITY**

Reserved for decision by Council.

**4. EXECUTIVE SUMMARY**

The Municipality aims is to promote and prioritize Non-Motorised Transport (NMT), as these were outcomes from IDP consultative processes and forms part of the Municipality's and National Government's Strategic Planning.

Landscaping, outdoor dining and other activities carried out on sidewalks may obstruct drivers' sight distances and pedestrian movements, creating potentially unsafe conditions.

The Municipality endeavours to improve sidewalk management and strive for a safe environment for all sidewalk and roadway users. In order to achieve this, the municipality intends to introduce a policy and processes that would improve safety and make sidewalks more accessible and user friendly to pedestrians.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.6.1****RESOLVED** (nem con)

- (a) that the content of this report be noted;
- (b) that the Draft Sidewalk Accessibility Policy, attached as **ANNEXURE A**, be accepted as the copy to be used in a Public Participation process;
- (c) that the Draft Sidewalk Accessibility Policy be duly advertised for the purpose of a public participation process; and
- (d) that upon the completion of the public participation process, the Draft Sidewalk Accessibility Policy together with any comments/objections be resubmitted to Council for final approval and adoption.

**FOR FURTHER DETAILS CONTACT:**

<b><i>NAME</i></b>	Shane Chandaka
<b><i>POSITION</i></b>	<b><i>Director</i></b>
<b><i>DIRECTORATE</i></b>	<b><i>Infrastructure Services</i></b>
<b><i>CONTACT NUMBERS</i></b>	<b><i>021 808 8213</i></b>
<b><i>E-MAIL ADDRESS</i></b>	<b><i>Shane.Chandaka@ Stellenbosch.gov.za</i></b>
<b><i>REPORT DATE</i></b>	<b><i>07 February 2023</i></b>

11.6.2	<b>PARKING MANAGEMENT ALONG THE MAIN ROAD IN THE CENTRAL BUSINESS DISTRICT AREA OF FRANSCHHOEK</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

17 May 2023 & 24 May 2023

**1. SUBJECT: PARKING MANAGEMENT ALONG THE MAIN ROAD IN THE CENTRAL BUSINESS DISTRICT AREA OF FRANSCHHOEK**

**2. PURPOSE**

That Council takes note of this report and approves the proposals contained herein.

**3. DELEGATED AUTHORITY**

Municipal Council.

**4. EXECUTIVE SUMMARY**

Council had previously approved a notice to obtain public inputs on the Council's intention to implement parking management along the main road in Franschhoek.

89 comments and a signed petition was received when the comment period closed, it should however be noted that most of the comments received were similar in nature. Comments relate mostly to the loss of free parking opportunities, safety and security, and possible effects on Franschhoek's old village charm.

The provision of alternative parking area addresses concerns relating to additional financial burdens to tourists, visitors and locals as well as concerns relating to an increase in parking on side and back roads. The Municipality had commenced with the planning of the upgrading of the Parking Area at the intersection of Dirkie Uys Road and La Rochelle Street.

An appropriate parking management model will address safety and security concerns and ensure that Franschhoek's village charm is retained. The Municipality will also ensure that appropriate notices are in place to inform tourist where paid parking is applicable.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.6.2**

**RESOLVED** (majority vote)

- (a) that Council takes note that a public participation process was followed;
- (b) that Council considered the comments received;
- (c) that Council takes note the extent to which comments are addressed; and
- (d) that Council approves the implementation of parking management on the Main Road, once the upgrade of the parking area at the intersection of Dirkie Uys Road and La Rochelle Street, and other internal processes are completed.

**FOR FURTHER DETAILS CONTACT:**

<b>Name</b>	Johan Fullard
<b>Position</b>	Acting Director
<b>Directorate</b>	Infrastructure Services
<b>Contact Numbers</b>	021 808 8213
<b>E-mail Address</b>	<a href="mailto:johan.fullard@ Stellenbosch.gov.za">johan.fullard@ Stellenbosch.gov.za</a>
<b>Report Date</b>	10 May 2023

11.7	<b>PARKS, OPEN SPACES AND ENVIRONMENT: (PC: J JOON)</b>
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NONE

11.8	<b>PLANNING :(PC: CLLR C VAN WYK)</b>
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11.8.1	<b>ADOPTION OF THE FINAL DRAFT STELLENBOSCH BY-LAW ON MUNICIPAL LAND USE PLANNING, 2023 AND ASSOCIATED SYSTEM OF DELEGATIONS AND CATEGORISATION MODEL</b>
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Collaborator No: 749408  
IDP KPA Ref No: Good Governance  
Meeting Date: 17 May 2023 & 24 May 2023

**1. SUBJECT: ADOPTION OF THE FINAL DRAFT STELLENBOSCH BY-LAW ON MUNICIPAL LAND USE PLANNING, 2023 AND ASSOCIATED SYSTEM OF DELEGATIONS AND CATEGORISATION MODEL**

**2. PURPOSE**

Is for the Portfolio Councillor of Planning to present to Council for consideration the adoption of the proposed final Draft By-law on Municipal Land Use Planning, as well as the updated system of delegations and the categorisation model on decision making on land use and land development applications for the associated statutory operations of the land use planning functionality.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

The Municipal Land Use Planning By-law (hereafter referred to as the "By-law"), which was adopted in 2015, has been reviewed and accordingly amended during the course of 2022. The resulting proposed draft amended By-law was adopted by Council for the purpose of public participation, which process was concluded by February 2023. The proposed Draft By-law was updated in terms of the comments received, and the final Draft By-law is now being submitted to Council for adoption.

For the purpose of adopting the final Draft By-law, the system of delegations and the categorisation model on decision making for land use and land development applications was also reviewed and updated.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.8.1**

**RESOLVED** (majority vote)

- (a) that the final Draft Stellenbosch By-law on Municipal Land Use Planning, 2023, duly introduced in terms of Section 12(1) of the Local government: Municipal Systems Act, 2000 (Act 32 of 2000) by the Portfolio Councillor for Planning, and attached as **ANNEXURE "A", BE APPROVED** in terms of section 12(2) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000);

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- (b) that the updated system of delegations in terms of the Stellenbosch By-law on Municipal Land Use Planning, 2023, attached as **ANNEXURE “D”, BE APPROVED** in terms of Section 59 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000); and
- (c) that the amended categorisation model of decision making on land use and land development applications in terms of Section 69(1) of the Stellenbosch Municipal Land Use Planning By-law, 2015, attached as **ANNEXURE “E”**, and which includes the qualification and appointment of the identified Authorised Employees in terms of Section 68(a) of the Stellenbosch Municipal Land Use Planning By-law, 2015, **BE APPROVED** and to come into effect simultaneously with the Stellenbosch Municipal Land Use Planning By-law, 2023.

*Councillors M van Stade and C Noble requested that their votes of dissent be minuted.*

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Stiaan Carstens</i>
<b>POSITION</b>	<i>Senior Manager: Development Management</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8674</i>
<b>E-MAIL ADDRESS</b>	<i><u><a href="mailto:Stiaan.carstens@stellenbosch.gov.za">Stiaan.carstens@stellenbosch.gov.za</a></u></i>
<b>REPORT DATE</b>	<i>5 May 2023</i>

11.8.2	<b>APPROVAL OF THE FINAL DRAFT STELLENBOSCH MUNICIPALITY OUTDOOR ADVERTISING &amp; SIGNAGE BY-LAW</b>
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Collaborator No: 749467  
IDP KPA Ref No: Good Governance  
Meeting Date: 17 May 2023 & 24 May 2023

**1. SUBJECT: APPROVAL OF THE FINAL DRAFT STELLENBOSCH MUNICIPALITY  
OUTDOOR ADVERTISING & SIGNAGE BY-LAW**

**2. PURPOSE**

To provide Council with the pertinent facts in order to approve and adopt the Final Draft Stellenbosch Municipality Outdoor Advertising and Signage By-law.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

The purpose of the subject by-law is to control, manage and regulate outdoor advertising and signage, and to provide mechanisms and guidelines for the control, regulating and management thereof, including matters connected therewith.

The subject by-law was undergoing two (2) rounds of public participation, with the first round soliciting numerous comments, which was subsequently addressed and the second round only solicited comments from the Stellenbosch Interest Group ("SIG").

The comment submitted by SIG was further debated in several workshop in order to finalise the draft by-law, which is serving before Council for adoption and promulgation. The request also involves the approval of the relevant delegations in respect of the by-law, as well as the approval of the fine structure to be submitted to the court for final approval.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.8.2**

**RESOLVED** (nem con)

- (a) that Council approve the Final Draft Stellenbosch Municipality Outdoor Advertising and Signage, attached as **APPENDIX 1**, in terms of Section 13 of the Municipal Systems Act, Act 32 of 2000;
- (b) that Council **approves** the submission of the Admission of Guilt Fines, attached as **APPENDIX 2** for submission to the relevant court for endorsement;
- (c) that Council **approves** the amendment of the System of Delegations in respect of the said by-law, attached as **APPENDIX 3** to this report; and
- (d) that Council **authorise** the Department: Development Planning in consultation with the Legal Services to promulgate the said by-law in the Provincial Gazette.

**FOR FURTHER DETAILS CONTACT:**

<i>NAME</i>	Craig Alexander Pr Pln
<i>POSITION</i>	<i>Senior Manager: Development Planning</i>
<i>DIRECTORATE</i>	<i>Planning and Economic Development</i>
<i>CONTACT NUMBERS</i>	<i>021 808 8196</i>
<i>E-MAIL ADDRESS</i>	<i><a href="mailto:Craig.alexander@stellenbosch.gov.za">Craig.alexander@stellenbosch.gov.za</a></i>
<i>REPORT DATE</i>	<i>05 May 2023</i>



11.8.3	<b>APPROVAL OF THE ADAM TAS CORRIDOR OVERLAY ZONE IN TERMS OF THE STELLENBOSCH MUNICIPALITY LAND USE PLANNING BY-LAW, 2019</b>
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Collaborator No: 749468  
 IDP KPA Ref No: Good Governance  
 Meeting Date: 17 May 2023 & 24 May 2023

**1. SUBJECT: APPROVAL OF THE ADAM TAS CORRIDOR OVERLAY ZONE IN TERMS OF THE STELLENBOSCH MUNICIPALITY LAND USE PLANNING BY-LAW, 2019**

**2. PURPOSE OF REPORT**

To obtain Council's approval for the draft Adam Tas Corridor Overlay Zone to be included in the Stellenbosch Municipality: Zoning Scheme By-law, 2019.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

- 1) Council resolved *inter alia* at their meeting of 11 October 2022 (Item 11.8.1) that the public participation process and advertisement of the draft Adam Tas Overlay Zone can commence subject to the following conditions:
  - a. The public participation phase of the project will take place over 60 days (2 months).
  - b. The draft Overlay Zone will be advertised in the local newspaper, municipal web page and notice boards within two weeks after the decision by Council; and that.
- 2) After the process of public participation was concluded, the draft Adam Tas Corridor report must be resubmitted to Council together with all comments received for consideration within 2 months.

The Adam Tas Corridor Local Spatial Development Framework and Development Guidelines were approved by Council in October 2022 as official spatial policy for the development of the area. Following the approval of the Framework, Council also approved the process to obtain input from the public on the draft overlay zone in October 2022. The overlay zone is the mechanism through which the framework can be implemented.

The purpose of the overlay zone in terms of Section 239 (1) of the Stellenbosch Municipality: Zoning Scheme By-law is to designate land for future subdivision where a change of zoning from the pre-existing base zone will be required once the subdivision is approved and where the principle of future subdivision has been approved through a rezoning process, but the subdivision plan itself has not yet been approved.

The draft overlay zone was advertised for 60 days in line with the approval of Council. No comment was received during this period.

This item thus serves to obtain Council's approval of the draft Adam Tas Corridor Overlay Zone to be included in the Stellenbosch Municipality: Zoning Scheme By-law, 2019.

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**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.8.3****RESOLVED** (majority vote)

that Council approves the draft Adam Tas Corridor Overlay Zone attached as **APPENDIX 1** to the agenda for incorporation in the Stellenbosch Municipality: Zoning Scheme By-law, 2019.

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

*Cllrs J Andrews; M van Stade and C Noble.*

11.8.4	<b>REQUEST FOR THE APPROVAL OF THE DRAFT STELLENBOSCH MUNICIPALITY INCLUSIONARY ZONING POLICY, 2023</b>
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Collaborator No: 749595  
 IDP KPA Ref No: Good Governance and Compliance  
 Meeting Date: 17 May 2023 & 24 May 2023

**1. SUBJECT: REQUEST FOR THE APPROVAL OF THE DRAFT STELLENBOSCH MUNICIPALITY INCLUSIONARY ZONING POLICY, 2023**

**2. PURPOSE**

To provide Council with the pertinent facts that include the responses from the extended legislative Public Participation Process (“PPP”) in order to approve that the draft Stellenbosch Municipality Inclusionary Zoning Policy.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

The draft policy document which aims to support Stellenbosch Municipality and other key role players in delivering more high-quality affordable housing (also referred to as inclusionary housing) in well-located and priority development areas, creating a mix of income groups across new and infill developments in Stellenbosch Municipality promoting social and economic integration.

To deliver affordable housing within the Stellenbosch Municipality, available municipal spatial planning; and land use planning systems and land-based financing mechanisms were investigated and identified. This will be used in leveraging and incentivizing land value gains in spatially targeted areas for the creation public good (i.e. affordable housing) and to enable well performing settlements (i.e. integrated, inclusive, resilient, efficient) in order to address current development challenges and historical spatial imbalances/inequalities.

The spatial compact as envisaged and approved in the Stellenbosch Municipal Spatial Development Framework, 2019 and the Adam Tas Corridor Local Spatial Development Framework and Development Guidelines, 2022 of enabling inclusive, efficient, and an effective municipality by providing a wide choice of quality affordable housing to meet the needs of the community, widening the opportunities for homeownership, and creating flexibility and choice of tenures and price ranges for those who rent and seek the security of tenures. In addition to facilitate and grow a strong partnership with the private sector in terms of delivering more quality affordable housing.

The report also provides the feedback received during the Public Participation Process and provides responses from the comments, where applicable.

It is noted that there was large scale support, even from the bodies providing comments, and suggest comments related to suggestions which will be discussed below.

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**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.8.4****RESOLVED** (majority vote)

- (a) that Council takes note of the feedback from the Public Participation Process (“PPP”), which commenting period closed on 08 May 2023; copies attached as **APPENDIX 4** to this report; and
- (b) that inclusionary zoning policy be amended as per comments received and readvertised for public comment for 21 Days.

*Councillors M van Stade and C Noble requested that their votes of dissent be minuted.*

11.8.5	<b>APPOINTMENT OF NEW TERM OF OFFICE AND MEMBERS OF THE STELLENBOSCH MUNICIPAL PLANNING TRIBUNAL (SMPT)</b>
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**Collaborator No:** 747869  
**IDP KPA Ref No:** Good Governance and Compliance  
**Meeting Date:** 19 April 2023 & 26 April 2023 & 24 May 2023

**1. SUBJECT: APPOINTMENT OF NEW TERM OF OFFICE AND MEMBERS OF THE STELLENBOSCH MUNICIPAL PLANNING TRIBUNAL (SMPT)**

**2. PURPOSE**

To present for consideration the approval of a new term of office of the Stellenbosch Municipal Planning Tribunal (SMPT) with the associated appointment of new municipal planning tribunal members and associated matters.

**3. DELEGATED AUTHORITY**

The appointment of municipal planning tribunal members and associated matters, Council by virtue of Delegation LUP57.

**4. EXECUTIVE SUMMARY**

A Municipality is compelled to establish a Municipal Planning Tribunal (MPT) to decide on a category of land use and land development applications. The current term of office, as extended by Council, will end on 31 May 2023.

A recruitment process was duly authorised by Council and undertaken by the Administration to identify persons that are suitably qualified and experienced in land use planning or the law related thereto.

It is proposed to appoint the SMPT for a term of office of 5 years, with a total of 5 external and 5 internal MPT members.

Suitable external MPT members were identified for appointment, and it is proposed to retain the current internal MPT members, with the addition of the Director: Planning and Economic Development. The proposed external MPT members constitute a healthy mix of existing as well as new members in order to secure long term continuity of experience amongst the membership.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.8.5**

**RESOLVED** (majority vote)

(a) that the following members **BE APPOINTED** in terms of Section 73(1)(a) of the Stellenbosch Municipal Planning By-law (2015) for a period of 5 Years commencing 1 June 2023 and, on the terms, and conditions as contained in the relevant provisions of the said By-law, namely:

(i) External Members in terms of Section 71(1)(a) of the Stellenbosch Municipal Planning By-law (2015):

- (a) Mr. S. Boshoff
- (b) Mrs. H. Crooijmans-Lemmer
- (c) Mrs. C. Havenga
- (d) Mr. D. Leo
- (e) Mr. P. van Zyl

- 
- (ii) Internal Members in terms of Section 71(1)(b) of the Stellenbosch Municipal Planning By-law (2015):
- (a) Mr. C. Alexander (Snr. Manager Development Planning)
  - (b) Mr. A. Barnes (Director Planning and Economic Development.
  - (c) Mrs. M. Francis (Snr. Manager Infrastructure Planning, Development and Implementation)
  - (d) Mr. M. Williams (Snr. Manager Legal Services)
  - (e) Mr. A. van der Merwe (Snr. Manager Community Services)
- (b) that the appointment of Mrs. H. Crooijmans-Lemmer as the Chairperson of the Stellenbosch Municipal Planning Tribunal **BE APPROVED**;
- (c) that the appointment of Mr. P. van Zyl as the Deputy Chairperson of the Stellenbosch Municipal Planning Tribunal **BE APPROVED**.
- (d) that the remuneration and allowances and reimbursement for expenses for the services of the members of the Stellenbosch Municipal Planning Tribunal **be approved** as follows, as contemplated in terms of Section 73(6) of the Stellenbosch Municipal Planning By-law (2015):
1. For remuneration an hourly fee for meetings, to a maximum of 5 hours per meeting and which will include the time needed for the preparation for the tribunal meeting, in accordance with the annual Guideline Professional Fees of the South African Council of Planners, as follows:
    - a) Chairperson – 100% of Category A Staff (Currently at a rate of R 2879.00/h)
    - b) Deputy Chairperson – 100% of Category B Staff (Currently at a rate of R 2460.00/h)
    - c) External Members – 100% Category B Staff (Currently at a rate of R 2460.00/h);
  2. For allowances
 

None
  3. For Reimbursements
 

Travel allowance payable at annual standard AA tariffs and calculated by using the shortest route from the place of normal residence to the meeting venue.
- (e) that a request to the Head of Department of the Western Cape Department of Environmental Affairs and Development Planning to nominate a suitable Professional Planner in the employ of the Department to serve as a Technical Advisor to the Stellenbosch Municipal Planning Tribunal, **BE AUTHORISED**; and

- (f) that, upon the successful fulfilment of the appointment of the members of the Stellenbosch Municipal Planning Tribunal in terms of Council's decision, the Council's satisfaction that the Stellenbosch Municipal Planning Tribunal is in a position to commence its operations **BE CONFIRMED** in terms of Section 72(11)(b) of the Stellenbosch Municipal Planning By-law (2015) for the purpose of the required notice to be published in the Provincial Gazette in terms of Section 72(11)(c) of said By-law.

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

Cllrs J Andrews; M van Stade and C Noble.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Stiaan Carstens</i>
<b>POSITION</b>	<i>Senior Manager: Development Management</i>
<b>DIRECTORATE</b>	<i>Planning and Economic Development</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8674</i>
<b>E-MAIL ADDRESS</b>	<i>Stiaan.carstens@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>4 April 2023</i>

11.9	LOCAL ECONOMIC DEVELOPMENT AND TOURISM:(PC: CLLR R DE TOIT)
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11.9.1	REQUEST TO UNDERTAKE THE PUBLIC PARTICIPATION PROCESS (“PPP”) IN RESPECT OF THE DRAFT STELLENBOSCH MUNICIPALITY EVENTS PERMITTING BY-LAW, 2023
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Collaborator No: 749791  
IDP KPA Ref No: Good Governance  
Meeting Date: 17 May 2023

1. **SUBJECT: REQUEST TO UNDERTAKE THE PUBLIC PARTICIPATION PROCESS (“PPP”) IN RESPECT OF THE DRAFT STELLENBOSCH MUNICIPALITY EVENTS PERMITTING BY-LAW, 2023**

2. **PURPOSE**

To provide Council with the pertinent facts in order to approve that the draft Stellenbosch Municipality Events Permitting By-law be advertised for a period of thirty (30) days to obtain public comment in respect of the subject draft by-law.

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

The draft policy document aims to replace the Stellenbosch Municipality events By-law and is aimed at updating the current by-law, which has been adopted during 2016.

A number of concerns were raised by Local tourism organisations and stakeholders within the tourism fraternity regarding the outdated by-law, as well as the tedious land use application processes, and an update of the by-law was requested.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 11.9.1**

**RESOLVED** (nem con)

- (a) that Council take note of the draft Stellenbosch Municipality Events Permitting By-law, 2023, attached as **APPENDIX 1** to this report, and
- (b) that Council approve that the draft Stellenbosch Municipality Events Permitting By-law, 2023, be advertised for public comment for a period of thirty (30) days, whereafter same be resubmitted to Council for final consideration and subsequent approval in terms of the Local Government Municipal Systems Act No. 32 of 2000.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Craig Alexander Pr Pln
<b>POSITION</b>	<b>Senior Manager: Development Planning</b>
<b>DIRECTORATE</b>	<b>Planning and Economic Development</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8196</b>
<b>E-MAIL ADDRESS</b>	<b>Craig.alexander@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>12 May 2023</b>



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11.10	<b>RURAL MANAGEMENT: (PC: CLLR J WILLIAMS)</b>
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NONE

11.11	<b>MUNICIPAL MANAGER</b>
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NONE

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

<b>13.</b>	<b>REPORTS BY THE MUNICIPAL MANAGER [MS G METTLER]</b>
<b>13.1</b>	<b>QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 OCTOBER 2022 TILL 31 DECEMBER 2022</b>

Collaborator No:

File No:

IDP KPA Ref No:

Good Governance

Meeting Date:

24 May 2023

**1. SUBJECT: QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 OCTOBER 2022 TILL 31 DECEMBER 2022**

**2. PURPOSE**

To inform Council of the activities of the Audit Committee for the period 01 October 2022 till 31 December 2022 (2<sup>nd</sup> Quarter). The Minutes of the meeting held for this period mentioned is herewith attached as **APPENDIX 1** which outlines the activities of the Audit and Performance Audit Committee.

**3. DELEGATED AUTHORITY**

Audit and Performance Audit Committee reports to Council periodically.

**4. EXECUTIVE SUMMARY**

In terms of Section 166 of the Municipal Finance Act (MFMA), Act No 56 of 2003, each municipality must have an Audit and Performance Audit Committee. The Audit and Performance Audit Committee is an independent advisory body which must advise Council, the political office bearers, the accounting officer, the management and staff of the municipality.

The Audit Committee has executed its duties and responsibilities during the period under review in accordance with its terms of reference as they relate to Council's accounting, internal auditing, internal control and financial reporting practices.

Council established its Disciplinary Board in line with the Financial Misconduct Regulations on the 23 November 2021 and inter alia resolved that a member of the Audit and Performance Audit Committee be elected by the Audit Committee to serve on the board.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 13.1**

**RESOLVED** (nem con)

that Council take note of the concerns and the reports of the Audit Committee for the period 01 October 2022 till 31 December 2022

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Faiz Hoosain</i>
<b>POSITION</b>	<i>Chief Audit Executive</i>
<b>DIRECTORATE</b>	<i>Municipal Manager's Office</i>
<b>CONTACT NUMBERS</b>	<i>021-808 8555</i>
<b>E-MAIL ADDRESS</b>	<i>Faiz.Hoosain@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>17 May 2023</i>

13.2	<b>QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 JANUARY 2023 TILL 31 MARCH 2023</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

24 May 2023

1. **SUBJECT: QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 JANUARY 2023 TILL 31 MARCH 2023**

2. **PURPOSE**

To inform Council of the activities of the Audit Committee for the period 01 January 2023 till 31 March 2023 (3<sup>rd</sup> Quarter). The Minutes of the meeting held for this period mentioned is herewith attached as **APPENDIX 1** which outlines the activities of the Audit and Performance Audit Committee.

That Council notes the Report of the Audit and Performance Audit Committee included in the Annual Report of Municipality for the year ending 30 June 2022 attached as **APPENDIX 2**.

3. **DELEGATED AUTHORITY**

Audit and Performance Audit Committee reports to Council periodically.

4. **EXECUTIVE SUMMARY**

In terms of Section 166 of the Municipal Finance Act (MFMA), Act No 56 of 2003, each municipality must have an Audit and Performance Audit Committee. The Audit and Performance Audit Committee is an independent advisory body which must advise Council, the political office bearers, the accounting officer, the management and staff of the municipality.

The Audit Committee has executed its duties and responsibilities during the period under review in accordance with its terms of reference as they relate to Council's accounting, internal auditing, internal control and financial reporting practices.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 13.2**

**RESOLVED** (nem con)

- a) that Council take note of the report of the Audit and Performance Audit Committee for the period 01 January 2023 till 31 March 2023
- b) that Council notes the report of the Audit and Performance Audit Committee on the Annual Report of the Municipality ending 30 June 2022.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Faiz Hoosain</i>
<b>POSITION</b>	<i>Chief Audit Executive</i>
<b>DIRECTORATE</b>	<i>Municipal Manager's Office</i>
<b>CONTACT NUMBERS</b>	<i>021-808 8555</i>
<b>E-MAIL ADDRESS</b>	<i>Faiz.Hoosain@ Stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>17 May 2023</i>

<b>13.3</b>	<b>AUDIT AND PERFORMANCE AUDIT COMMITTEE EFFECTIVENESS ASSESSMENT REPORT 2022-23</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

Council: 24 May 2023

**1. SUBJECT: AUDIT AND PERFORMANCE AUDIT COMMITTEE EFFECTIVENESS ASSESSMENT REPORT 2022-23**

**2. PURPOSE OF REPORT**

For Council to note the Effectiveness Assessment of the Audit and Performance Audit Committee

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

The effectiveness of the Audit and Performance Audit Committee is assessed annually on behalf of Council via a performance assessment conducted by the Executive Mayor, the Municipal Manager (MM), and the Chief Audit Executive (CAE) annually (attached as **Appendices 1, 2 and 3** respectively.)

The Audit and Performance Audit Committee also conducts a self-assessment on their effectiveness annually. The outcome of this self-assessment is reported to Council annually (attached as **APPENDIX 4.**)

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 13.3**

**RESOLVED** (nem con)

- (a) that Council notes the Effectiveness Assessment of the Audit and Performance Audit Committee conducted on behalf of Council.
- (b) that Council notes the outcome of the Audit and Performance Audit Committee's self-assessment.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	<i>Faiz Hoosain</i>
<b>POSITION</b>	<i>Chief Audit Executive</i>
<b>DIRECTORATE</b>	<i>Municipal Manager</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8555</i>
<b>E-MAIL ADDRESS</b>	<i>Faiz.Hoosain@ Stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>31 May 2023</i>

13.4	<b>SECTION 116(3); B/SM 13/21: ESH.3, TO UNDERTAKE: PROFESSIONAL ELECTRICAL ENGINEERING SERVICES FOR THE PROCUREMENT AND INSTALLATION OF TWO NEW 20MVA 66/11kV TRANSFORMERS AND ASSOCIATED: AMENDED SCOPE OF WORKS</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance & Compliance

24 May 2023

1. **SUBJECT: SECTION 116(3); B/SM 13/21: ESH.3, TO UNDERTAKE: PROFESSIONAL ELECTRICAL ENGINEERING SERVICES FOR THE PROCUREMENT AND INSTALLATION OF TWO NEW 20MVA 66/11kV TRANSFORMERS AND ASSOCIATED: AMENDED SCOPE OF WORKS**

2. **PURPOSE**

To extend the current scope of works to include the following, Review of scope of works for the contractor, tender documents and drawings that was compiled by RHDHV to procure Leafy Space (Pty) Ltd by doing a due diligence and amending the scope, tender documentation and drawings if required. Zutari (Pty) Ltd will then have to go out on tender and test the market again to procure a suitably qualified service provider to execute the construction works on site

3. **DELEGATED AUTHORITY**

Council.

4. **EXECUTIVE SUMMARY**

In 2018/19 a service provider was appointed to provide electrical professional services for the ongoing electrical network upgrades and system improvements for the replacement of two existing 10MVA 66/11kV transformers at Jan Marais 66/11kV substation with two 20MVA units. Due to poor performance the services of that service provider (RHDHV) have been terminated; Zutari (Pty) Ltd was procured to take the project to its completion.

Package A: Manufacture and delivery to site of the two 20MVA transformers are underway and ACTOM has been appointed to manufacture the units. The specifications for the units were compiled by a service provider that's services were terminated. The newly appointed service provider must manage and facilitate the manufacturing process and report the progress to Stellenbosch monthly. They will also be responsible to verify that the specifications are followed and ensuring that the manufacturer (ACTOM) does not deviate from the specifications or budgets.

Package B: Deals with the installation of the two 20MVA transformers on site at Jan Marius substation. This tender document has been compiled and is currently being finalized to be advertised. The tender evaluation and appointment of the contractor will be dealt with by RHDHV.

Once a contractor has been appointed, the newly appointed Zutari (Pty) Ltd will be responsible for the remaining portion of the project which will include but not be limited to the project management, construction management and contract management of the contractor up until closeout and handover.

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The Section 116 notice was placed in the newspaper (Die Burger) on Friday, 21 April 2023 to invite comments from the community. The commenting period was from 21 April – 12 May 2023. No comments or objections were received.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 13.4****RESOLVED** (nem con)

- (a) that Council note in terms of MFMA Section 116(3) the reasons for the extension of the tender;
- (b) that Council note the public participation process that was followed and that no comments were received ( Annexure B & C); and
- (c) that the extension of the scope of services for tender BSM 13/21 ESH.3 in favour of Zutari (Pty) Ltd be approved.

**FOR FURTHER DETAILS CONTACT:**

<b><i>NAME</i></b>	Johan Fullard
<b><i>POSITION</i></b>	<b><i>Acting Director</i></b>
<b><i>DIRECTORATE</i></b>	<b><i>Infrastructure Services</i></b>
<b><i>CONTACT NUMBERS</i></b>	<b><i>021 808 8213</i></b>
<b><i>E-MAIL ADDRESS</i></b>	<b><i><u>Johan.fullard@stellenbosch.gov.za</u></i></b>
<b><i>REPORT DATE</i></b>	<b><i>12 May 2023</i></b>

13.5	<b>ESTABLISHMENT OF SECTION 80 COMMITTEES (PORTFOLIO COMMITTEES)</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance & Compliance

24 May 2023

**1. SUBJECT: ESTABLISHMENT OF SECTION 80 COMMITTEES (PORTFOLIO COMMITTEES)**

**2. PURPOSE**

Council must approve the established the section 80 committee and must appoint the members on these committees.

**3. DELEGATED AUTHORITY**

Council establishes the committees and appoints the members, whilst the Executive Mayor appoints the Chairpersons.

**4. EXECUTIVE SUMMARY**

In terms of Section 80 of the Structures Act, if a municipality has an Executive Mayor, it may appoint Committees of Councillors to assist the Executive Mayor.

Such Committees may not in number exceed the number of members of the Executive Committee (10, including the Deputy Executive Mayor).

The Executive Mayor, *inter alia*:-

- appoints a Chairperson for each Committee; and
- may delegate any powers and duties of the Executive Mayor to the Committee.

Such Committee(s) must assist the Executive Mayor in accordance with the directions of the Executive Mayor and in line with the provisions as indicated in section 80.

The members are appointed by council in accordance with the principle of representation amongst the amount of members allocated to each committee.

Council established the following section 80 Committee on 23 February 2022:

- Corporate Services;
- Planning
- Financial Services;
- Human Settlements;
- Infrastructure Services;
- Protection Services
- Local Economic Development and Tourism
- Rural Management
- Youth, Sport and Culture
- Parks. Open Spaces and Environment

The administration received an indication from the Speaker that amendments should be made to the Section 80 committees as well as the members of the committees to be appointed by Council.

The changes include the merging of the Planning Committee and the Local Economic Development and Tourism Committees and the creation of a Community Services Committee.

The latter will be dealing with Community development aspects such as:

Community Centres  
Library Services  
ECD's  
The Elderly  
Interaction with clinics and hospitals (where applicable);  
Mayoral Skills Development program  
Mayoral Community Programs

Any other matter in relation to community services that may be referred to the committee by the Executive Mayor

Some of these functions previously resided under Youth Sport and Culture Committee. The terms of reference will have to be amended by the committees for Planning, Local Economic Development and Tourism, Sport Youth and Culture and the newly established Community Services Committee.

Changes are also made to the numbers serving on the committees.

**Protection Services** (5 members) – unchanged (3 x DA, 2 x Opposition)

**Youth, Sports and Culture Committee** (5 members) – (3 x DA, 2 x Opposition)

**Corporate Services** (5 members) – **additional member** (3 x DA, 2 x Opposition)

**Financial Services** (5 members) – (3 x DA, 2 x Opposition)

**Human Settlements** (5 members) – (3 x DA, 2 x Opposition)

**Infrastructure Services** (5 members) - (3 x DA, 2 x Opposition)

**Parks, Open Spaces and Environment** (4 members) - (3 x DA, 1 x Opposition)

**Planning, Local Economic Development and Planning** (5 members) – (3 x DA, 2 x Opposition)

**Rural Management** (4 members) – (3 x DA, 1 x Opposition)

**Community Services (5 members) – new (3 x DA, 2 x Opposition)**

Council must now appoint the members to the committees and the Executive Mayor may appoint the Chairperson.

We have received a communication from the Municipal Manager indicating the appointment of the new portfolio holders of the Section 80 committees from 1 June 2023 (**APPENDIX 1**).



**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 13.5****RESOLVED** (nem con)

- (a) that it be noted that Council approved the following Section 80 portfolio committees on 23 November 2021:
- Corporate Services;
  - Planning
  - Financial Services;
  - Human Settlements;
  - Infrastructure Services;
  - Protection Services
  - Local Economic Development and Tourism
  - Rural Management
  - Youth, Sport and Culture
  - Parks, Open Spaces and Environment
- (b) that Council approves the amendment of the establishment of the Section 80 Committees as follows:
1. **Corporate Services**, total 5 members:
 

DA	- 3
Opposition	- 2
  2. **Planning**, Local Economic Development and Tourism, total 5 members:
 

DA	- 3
Opposition	- 2
  3. **Financial Services**, total 5 members:
 

DA	- 3
Opposition	- 2
  4. **Human Settlements**, total 5 members:
 

DA	- 3
Opposition	- 2
  5. **Infrastructure Services**, total 5 members:
 

DA	- 3
Opposition	- 2
  6. **Protection Services**, total 5 members:
 

DA	- 3
Opposition	- 2
  7. **Rural Management**, total 4 members:
 

DA	- 3
Opposition	- 1
  8. **Youth, Sport and Culture**, total 5 members:
 

DA	- 3
Opposition	- 2

- 
9. **Parks, Open Spaces and Environment** total 4 members  
DA -3  
Opposition -1
10. **Community Services Committee** total 5 members:  
DA - 3  
Opposition - 2
- (c) that it be noted that the Executive Mayor has amended the appointment of the chairpersons of committees as from 1 June 2023 as per appendix 1;
- (d) that the terms of reference for the following Section 80 committees must be amended to reflect the changes in the committees:  
  
Planning Local Economic Development and Tourism;  
Community Services;  
Youth Sports and Culture
- (e) that the amended terms of references be referred to the relevant section 80 committees for revision and adoption.
- (f) that Council appoints the members of the Section 80 Committees as set out in the **APPENDIX** below:

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Annalene de Beer
<b>POSITION</b>	<i>Director</i>
<b>DIRECTORATE</b>	<i>Corporate Services</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8018</i>
<b>E-MAIL ADDRESS</b>	<i>Annalene.deBeer@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>18.5.23</i>

<b>FINANCIAL SERVICES</b>	<b>INFRASTRUCTURE</b>	<b>PLANNING, LED AND TOURISM</b>	<b>PROTECTION SERVICES</b>
1) J. Fasser (DA) <b>(Chairperson)</b> 2) W. Petersen (DA) 3) E. Groenewald (DA) 4) A. Tomose (ANC) 5) R. Hendrickse (GOOD)	1) P. Johnson (DA) <b>(Chairperson)</b> 2) R. Van Rooyen (DA) 3) N. Mcombring (DA) 4) R. Nalumango (ANC) 5) Z. Ndalasi (EFF)	1) C. Van Wyk (DA) <b>(Chairperson)</b> 2) A. Hanekom (DA) 3) M. Slabbert (DA) 4) M. Danana (ANC) 5) R. Hendrickse (GOOD)	1) R. Pheiffer (DA) <b>(Chairperson)</b> 2) C. Manuel (DA) 3) M. Slabbert (DA) 4) M. Nkopane (ANC) 5) N. Mkhontwana (EFF)
<b>SPORT, YOUTH AND CULTURE</b>	<b>RURAL MANAGEMENT</b>	<b>CORPORATE SERVICES</b>	<b>HUMAN SETTLEMENT</b>
1) JC. Anthony (DA) <b>(Chairperson)</b> 2) R. Van Rooyen (DA) 3) N. Mcombring (DA) 4) C. Noble (GOOD) 5) J. Andrews (PA)	1) J. Joon (DA) <b>(Chairperson)</b> 2) J. Serdyn (DA) 3) C. Manuel (DA) 4) E. Masimini (ANC)	1) L. Nkamisa (DA) <b>(Chairperson)</b> 2) Z. Dalling (DA) 3) J. Serdyn (DA) 4) M. Rataza (ANC) 5) I. De Taillerfer (VF)	1) R. Du Toit (DA) <b>(Chairperson)</b> 2) E. Vermeulen (DA) 3) X. Mdemka (DA) 4) N. Ntsunguzi (ANC) 5) M. Van Stade (GOOD)
<b>PARKS, OPEN SPACES AND ENVIRONMENT</b>	<b>COMMUNITY SERVICES</b>		<b>MPAC</b>
1) J. Williams (DA) <b>(Chairperson)</b> 2) E Vermeulen (DA) 3) Z. Dalling (DA) 4) M. Nkopane (ANC)	1) X. Kalipa (DA) <b>(Chairperson)</b> 2) N. Mcombring (DA) 3) R. van Rooyen (DA) 4) M. Nkopane (ANC) 5) N. Mkhontwana (EFF)		1) S. Schafer (DA) <b>(Chairperson)</b> 2) A. Ferns (DA) 3) R. Adams (DA) 4) N. Olayi (DA) 5) N. Gugushe (ANC) 6) W. Pietersen (PDM) 7) O. Jooste (ACDP)

13.6	<b>FILLING OF VACANCY ON MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) AND OVERSIGHT COMMITTEE</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance & Compliance

24 May 2023

**1. SUBJECT: FILLING OF VACANCY ON MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) AND OVERSIGHT COMMITTEE**

**2. PURPOSE OF REPORT**

To inform Council of a vacancy on the Municipal Public Accounts Committee (MPAC) and Oversight Committee and to request that the vacancy be filled.

**3. DELEGATED AUTHORITY**

Council.

**4. EXECUTIVE SUMMARY**

On 10 December 2021, a Municipal Public Accounts Committee (MPAC) in accordance with Section 79 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998), and as per the "Guideline for Establishment of Municipal Public Accounts Committees" issued by the Department of Cooperative Governance (CoGTA) and National Treasury was established.

Council resolved to appoint 7 councillors to the Municipal Public Accounts Committee (MPAC): 4 DA (Cllr Crombie, Cllr Ferns, Cllr Kalipa and Cllr Olayi), 1 ANC (Cllr Mananga-Gugushe), 1 PDM (Cllr Pietersen, who was also appointed as Chairperson) and 1 ACDP (Cllr Jooste). Council also resolved to determine their secondi to serve on the Municipal Public Accounts Committee (MPAC). 4 DA, 1 ANC, 1 PDM and 1 ACPD. With the passing of Councillor Crombie, Council on 24 April 2023 resolved to fill the vacancy with Councillor Schäffer.

On 17 May 2023 the Executive mayor announced changes to the Mayoral committee and Councillor Kalipa has been appointed as Chairperson of the Community Services section 80 committee and therefore now a member of the Executive Mayoral Committee. A councillor who serves as a member of MPAC may not hold other positions on any other committee. A vacancy has therefore occurred due to the appointment of Councillor Kalipa as a member of the Executive Committee, who served as a member of the Municipal Public Accounts Committee. This vacancy must now be filled by Council. In terms of the 10 December 2021 resolution the DA should nominate the person that should fill the vacancy.

**14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 13.6**

**RESOLVED** (nem con)

that the vacancy on the Municipal Public Accounts Committee [MPAC] and Oversight Committee to be filled by DA Councillor Ralphton Adams.

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The Committee therefor comprises of the following Councillors:

1. R Adams (DA)
2. A Ferns (DA)
3. N Olayi (DA)
4. S Schafer (DA)
5. N. Mananga-Gugushe (ANC)
6. W. Pietersen (PDM) (Chairperson)
7. O Jooste (ACDP)

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Geraldine Mettler
<b>POSITION</b>	Municipal Manager
<b>DIRECTORATE</b>	Municipal Manager
<b>CONTACT NUMBERS</b>	021 808 8025
<b>E-MAIL ADDRESS</b>	<a href="mailto:municipal.manager@stellenbosch.gov.za">municipal.manager@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	17 May 2023

<b>14.</b>	<b>CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER</b>
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NONE

<b>15.</b>	<b>CONSIDERATION OF URGENT MOTIONS</b>
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NONE

<b>16.</b>	<b>URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER</b>
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NONE

<b>17.</b>	<b>REPORTS SUBMITTED BY THE SPEAKER</b>
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<b>17.1</b>	<b>QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING 3<sup>rd</sup> QUARTER</b>
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**Collaborator No:**

**IDP KPA Ref No:**

**Meeting Date:**

**Good Governance**

**Council: 24 May 2023**

**1. SUBJECT: QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING 3<sup>rd</sup> QUARTER**

**2. PURPOSE**

For Council to take note of the Functioning of Ward Committees within the Stellenbosch municipal areas.

**3. DELEGATED AUTHORITY**

For Notification by Municipal Council

**4. EXECUTIVE SUMMARY**

In terms of section 73 of the Local Government: Municipal Structures Act, no 117 of 1998 and Regulations, Ward Committees must be established for each ward within the municipal area within 120 days after the election.

The system of delegations of the Stellenbosch Municipality (S6 and S7) designates the Speaker of Stellenbosch Municipality to facilitate the establishment of Ward Committees in line with the provisions and stipulations of the Municipal Structures Act and Council's policy for the establishment of Ward Committees.

At the Council meeting of 30 March 2022, Council noted the establishment of Ward Committees for all 23 wards within the Stellenbosch Municipality.

Wards who did not have the full complement of Ward Committees members were allowed to co-opt members in line with Council Policy and Procedures for Ward Committees. Ward 3 co-opted 4 new members in September 2022. All ward committees are fully functional and are performing all duties as set out in the Policy and Procedures for Ward Committees.

Attached herewith as **ANNEXURE A** is a table outlining the functioning of all Ward Committees for the period January – March 2023, including dates and number of Ward Committee meetings held to date.

#### 14<sup>TH</sup> COUNCIL MEETING: 2023-05-24: ITEM 17.1

#### NOTED

- (a) that Council notes the functioning of Ward Committees in all 23 wards
- (b) that Council takes note of the number of Ward Committee and Sector meetings held to date in all 23 wards from January – March 2023.

#### FOR FURTHER DETAILS CONTACT:

<b>NAME</b>	Jacqueline Beerwinkel
<b>POSITION</b>	<b>EXECUTIVE SUPPORT OFFICER</b>
<b>DIRECTORATE</b>	<b>CORPORATE SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>021808 8618</b>
<b>E-MAIL ADDRESS</b>	<b><a href="mailto:Jacqueline.Beerwinkel@stellenbosch.gov.za">Jacqueline.Beerwinkel@stellenbosch.gov.za</a></b>
<b>REPORT DATE</b>	<b>24 May 2023</b>

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<b>18.</b>	<b>REPORTS SUBMITTED BY THE EXECUTIVE MAYOR</b>
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NONE

<b>19.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>
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(MINUTES OF THE 13<sup>TH</sup> COUNCIL [IN-COMMITTEE] MEETING: 2023-05-26)

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The meeting adjourned at 13:10.

**CHAIRPERSON:** .....

**DATE:** .....

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