



# STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref. no.3/4/1/5

2019-03-27

## MINUTES

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

**2019-03-27 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**  
**25<sup>TH</sup> MEETING OF THE COUNCIL**  
**OF STELLENBOSCH MUNICIPALITY**  
**2019-03-27**

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**MINUTES OF THE 25<sup>TH</sup> MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY  
HELD ON 2019-03-27 AT 10:00 IN THE COUNCIL CHAMBER, TOWN HOUSE, PLEIN  
STREET, STELLENBOSCH**

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<b>PRESENT</b>	The Speaker, Cllr WC Petersen (Ms) [Chairperson] The Executive Mayor, Ald G Van Deventer (Ms) The Deputy Executive Mayor, Cllr N Jindela	
<b>COUNCILLORS</b>	FJ Badenhorst Ald PW Biscombe PR Crawley (Ms) A Crombie (Ms) JN De Villiers A Florence (until 14:00) AR Frazenburg E Fredericks (Ms) T Gosa E Groenewald (Ms) AJ Hanekom JK Hendriks MC Johnson N Mananga-Gugushe (Ms) (until 12:00)	C Manuel NE Mcombring (Ms) RS Nalumango (Ms) N Olayi SA Peters MM Pietersen WF Pietersen SR Schäfer Ald JP Serdyn (Ms) N Sinkinya (Ms) P Sitshoti (Ms) Q Smit (from 10:30) LL Stander E Vermeulen (Ms)

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<b>Officials:</b>	Municipal Manager (Ms G Mettler) Director: Corporate Services (Ms A De Beer) Director: Infrastructure Services (D Louw) Director: Planning and Economic Development (T Mfeya) Acting Chief Financial Officer (K Carolus) Director: Community and Protection Services (G Boshoff) Chief Audit Executive (F Hoosain) Senior Manager: Governance (Ms S De Visser) Manager: Secretariat (EJ Potts) Senior Administration Officer (T Samuels (Ms)) Committee Clerk (N Mbali (Ms)) Interpreter (J Tyatyeka)
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<b>1.</b>	<b>OPENING AND WELCOME</b>
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The Speaker, Cllr WC Petersen (Ms) welcomed all present at the 25<sup>th</sup> Council meeting. Cllr WF Pietersen opened the meeting with a prayer.

<b>2.</b>	<b>COMMUNICATIONS</b>
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<b>2.1</b>	<b>MAYORAL ADDRESS</b>
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“Goeiedag, Good day, Molweni, Assalaam Alaikum

- Op 28 Februarie het ons nog 135 titelaktes aan inwoners oorhandig in Mooiwater, Franschhoek!
- En op 21 Maart, as deel van Menseregtedag het ons nog 160 titelaktes in Jamestown oorhandig!
- Net vir die jaar het ons reeds 295 aktes oorhandig.
- In 2018 het ons meer as 600 oorhandig.
- Met my verkiessing in 2016 het ek belowe dat ons die agterstand met titelaktes sal inhaal en ons is fluks besig.
- Die eienaarskap van 'n huis bring gerustheid, sekerheid en sekuriteit aan ons inwoners.
- Ons bly daartoe verbind om die agterstand uit te wis, en mense wat al jare wag, kan nou gerus wees oor die besit van hul huise.
- Daar word nog geleenthede vir hierdie jaar beplan.
- 'n Belangrike projek waarby ons betrokke is die Gee Verantwoordelik, Stellenbosch – veldtog.
- Die eerste fase van die projek is op 15 Maart geloods saam met die verskeie organisasies wat hulp en bystand verleen aan veral mense wat op straat woon.
- Baie mense wil graag hawelose mense of mense help.
- Ongelukkig is die gee van veral geld nie die beste oplossing nie.
- As Munisipaliteit is ons daartoe verbind, om in samewerking met ander organisasies, op 'n verantwoordelike en volhoubare wyse hawelose mense te help.
- Inwoners kan by verskeie winkels in die dorp 'n koepon of koepons koop teen R10 per koepon.
- Op die koepon is daar drie opsies waarvan u een kan merk volgens die behoefte van die persoon wat u probleem help. Die opsies sluit in 'n bord kos, 'n kombes of 'n aand in die nagskooling.
- Koop somer 'n paar koepons en hou dit in u beursie of in u kar. U kan koepons by onder andere die volgende winkels op die dorp aanskaf: Tony's Barber, PostNet takke in Plein- en Andringastraat, die Cash Crusaders, iThemba Curious, Super Spar (Boord), Kwik Spar (Neelsie), die BP vulstasies in Merriman- en Dorpsstraat, Oranje Blanje Blou en ook die Moeder Gemeente, NG Kerk Stellenbosch Wes asook Welgelegen, Joshua Generation, Kruiskerk en Chirst Church.
- Last week, the entire country has been subjected to the most severe load shedding in South Africa's history.
- This is solely due to difficulties experienced at Eskom, and has nothing to do with local governments.
- The impact on especially businesses and our local economy has been severe.
- Although the power supply is currently stable, there is a very high possibility that we will again experience load shedding in the future.
- I want to ask residents save electricity where possible, so that pressure on the national grid is relieved as much as possible.

- Easy tips include:
- Turn your geyser down to 60°C. Turning your geyser down from 70°C to 60°C will see a 5% reduction in your hot water electricity bill.
- Do not let the hot water run unnecessarily. Use cold water to wash your hands instead of hot water. Use a basin plug when washing.
- Shower instead of bathing. You will save up to 80% in water and use 5 times less electricity than heating bath water if you take a short shower.
- Switch your geyser off during peak hours. Less demand on the national electrical grid helps reduce the risk of load-shedding. In winter months peak demand comes in the morning from 6-8am and evening from 5-9pm.
- Turn off all lights in rooms that are not being used
- Turn off all wall plugs, even if there are no devices plugged into it
- Turn off all devices on Standby mode for example televisions and computers.
- These easy tips will help you save electricity and reduce the impact of load shedding.
- The IDP public participation process is scheduled to start on 8 April 2019 and will conclude on 2 May 2019.
- I want to encourage all our residents to make time and attend these meetings.
- This is an extremely important process as it gives residents the opportunity to give input into the budget and the projects that are important to them.
- It is a key part of our democratic and transparent governance process and the inputs of our residents are invaluable.
- Mr Ronald Frans, the principle of Klapmuts Primary school has been honoured with the Nelson Mandela Lifetime Achievement Award at the National Teaching Awards.
- This is a great honour and shows Mr Frans's dedication and commitment to teaching and improving his community.
- On behalf of myself and the Council, I want to congratulate Mr Frans for receiving this prestigious award!
- Since Monday, Stellenbosch is hosting the World Schools Rugby Festival.
- Schools from across South Africa, Italy, the USA, England and New Zealand will come together and compete in this unique and prestigious tournament.
- Paul Roos is the hosting school and on behalf of Council I want to wish all the competitors and the host school all the best.
- You are in a town that is rich in rugby history, and I hope you have the opportunity to contribute to this.

Thank You”.

<b>2.2</b>	<b>COMMUNICATION BY THE SPEAKER</b>
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“1. The following Councillors celebrated their birthdays during March:

Cllr Jan De Villiers - 6 March  
Cllr Rikus Badenhorst - 16 March

We trust that you have been blessed on your birthday and good fortune accompany you over the next year.

2. Councillors were issued with a laptop during August last year as part of the Tools of the Trade. It seems not all Councillors are using their laptops to access the Council agenda and or minutes. It came to my attention that some councillors still request a Council agenda in hard copy. You are reminded that we are working in pursuit of a paperless system thereby promoting a green environment.
3. A significant number of Councillors did not make use of the opportunity to indicate their training needs when requested at the previous Council meeting to do so. You have until Friday, 29 March to indicate your need in this regard.

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4. Kindly pray for a speedy recovery for Councillor Hamilton's father who is very ill.
  5. Our sympathy goes out to Councillor Cele who had as many burglaries at her home within the space of three weeks.
  6. A by-election will be held in ward 9 on 10 April. We wish the contesting parties good luck in their election campaign for the said election. The date of the National and Provincial Elections are drawing near. Good luck to all parties that will be contesting these elections on 08 May.
  7. The IDP/Budget and SDF schedule for the meetings within the wards -during April was distributed to Councillors after consultation with the ward councillors on suitable dates. We trust that Councillors will encourage community members to attend these statutory and important feedback meetings.
  8. Councillors please note you are kindly requested to switch off your cell phones while Council is in sitting. Any cell phones messages can be listened to during caucuses, body breaks or during lunchtime at 13:00. No-one should leave the Council Chamber to answer phone calls. Should you need to leave the Council Chamber while council is in sitting kindly speak to/inform the Single Whip.
  9. Section 32 read with section 34 of the Municipal Systems Act make it a statutory requirement for a municipal council to review its IDP yearly. This coupled with section 16(2) of the MFMA that requires the Executive Mayor to Table the Medium Expenditure framework. These are statutory requirements and for this reason and going forward, these items will be dealt with under statutory matters. Therefor in terms of Rule 8.2 the following items will be moved:
    - 7.10.3 Approval of draft second review of fourth generation IDP: to 5.1
    - 7.3.3 Medium term revenue and expenditure framework: 2019 /2020 -2021 /2022 to 5.2.

I wish you all a constructive Council meeting.”

<b>2.3</b>	<b>COMMUNICATION BY THE MUNICIPAL MANAGER</b>
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- 2.3.1 The Municipal Manager reiterated the By-election that will be held in Ward 9 on 10 April 2019, and voting will take place in the Municipal Town Hall. This has been advertised.
- 2.3.2 As part of the Human Rights Day celebrations, Title Deeds were handed out to residents. More of these programs, where Title Deeds will be handed out, will be rolled out next month.
- 2.3.3 The public participation process will be kicking off soon and the municipal staff will be working late nights during the end of April to the beginning of May. The Municipal Manager urged Councillors to encourage the communities to partake in the community participation processes, because of its importance to the IDP, Budget and SDF. The times of these consultations will be advertised.

<b>3.</b>	<b>OFFICIAL NOTICES</b>
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<b>3.1</b>	<b>DISCLOSURE OF INTEREST</b>
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Councillor S Schäfer requested to be excused when Item 8.1.1 is dealt with.

<b>3.2</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE</b>	<b>(3/4/1/6)</b>
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3.2.1 The following applications for leave of absence were approved in terms of the Rules of Order By-law of Council:-

Cllr F Adams	– 27 March 2019
Cllr FT Bangani-Menziwa (Ms)	– 27 March 2019
Cllr G Cele (Ms)	– 27 March 2019
Cllr R Du Toit (Ms)	– 27 March 2019
Cllr JG Hamilton	– 27 March 2019
Cllr LK Horsband (Ms)	– 27 March 2019
Cllr DD Joubert	– 27 March 2019
Cllr N Mananga-Gugushe (Ms)	– 27 March 2019
Cllr XL Mdemka (Ms)	– 27 March 2019
Cllr MD Oliphant	– 27 March 2019

3.2.2 Permission were granted to Councillors N Mananga-Gugushe (Ms) and A Florence to leave the meeting earlier (at 12:00 and 14:00 respectively) and to Councillor Q Smit to join the meeting later (from 10:30).

3.2.3 ABSENT

Cllr DA Hendrickse	– 27 March 2019
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<b>4.</b>	<b>CONFIRMATION OF MINUTES:</b>	<b>(3/4/1/5)</b>
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<b>4.1</b>	<b>CONFIRMATION OF MINUTES: 2019-02-27</b>	<b>(3/4/1/5)</b>
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The minutes of the 24<sup>th</sup> Council Meeting: 2019-02-27, were **confirmed as correct.**



5.	STATUTORY MATTERS	(3/4/1/4)
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5.1	APPROVAL OF THE DRAFT SECOND REVIEW OF THE FOURTH GENERATION IDP (2017 – 2022)
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Collaborator No: 636484  
 File No: 3/5/3/5  
 IDP KPA Ref No: Good Governance and Compliance  
 Meeting Date: 18 March 2019

**1. SUBJECT: APPROVAL OF THE DRAFT SECOND REVIEW OF THE FOURTH GENERATION IDP (2017 – 2022)**

**2. PURPOSE**

To submit for consideration:

The draft Second Review of the Fourth Generation IDP (2017 – 2022).

**3. DELEGATED AUTHORITY**

**MUNICIPAL COUNCIL**

In terms of Section 34 of the Local Government: Municipal Systems Act No 32 of 2000 (MSA) prescribes that the Municipal Council:–

*“(a) must review its Integrated Development Plan-*

*(i) annually in accordance with an assessment of its performance measurements in terms of section 41; and*

*(ii) to the extent that changing circumstances so demand”.*

**4. EXECUTIVE SUMMARY**

In terms of the provisions of the MSA, each Council must, within the prescribed period after the start of its elected term, adopt a single, inclusive, strategic plan. The Fourth Generation IDP 2017 – 2022 serves as this instrument, which was adopted by the new Council on 31 May 2017 for the period 2017 – 2022.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 5.1**

**RESOLVED** (nem con)

- (a) that the draft Second Review of the Fourth Generation IDP (2017 –2022) for 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 Second Review of the Fourth Generation IDP (2017 – 2022) is open for public inputs and comments during April 2019;

- 
- (c) that the draft Second 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; and
- (d) that the Second Review of the Fourth Generation IDP (2017 – 2022) be submitted to Council before the end of May 2019 for final approval.

**FOR FURTHER DETAILS CONTACT:**

<b><i>NAME</i></b>	Gurswin Cain
<b><i>POSITION</i></b>	Manager: IDP and PMS
<b><i>DIRECTORATE</i></b>	Office of the Municipal Manager
<b><i>CONTACT NUMBERS</i></b>	021 – 808 8174
<b><i>E-MAIL ADDRESS</i></b>	<a href="mailto:gurswin.cain@stellenbosch.gov.za">gurswin.cain@stellenbosch.gov.za</a>
<b><i>REPORT DATE</i></b>	6 March 2019

5.2	<b>MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK: 2019/2020-2021/2022</b>
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Collaborator No:

File No:

8/1

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 March 2019

**1. SUBJECT: MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2019/2020-2021/2022**

**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 380 million of which over the MTREF R160 million will be required in year 1, R120 million in year 2 and R100 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.

**3. DELEGATED AUTHORITY**

**MUNICIPAL COUNCIL**

**4. EXECUTIVE SUMMARY**

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

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 5.2**

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

**RESOLVED** (nem con)

- (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;

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- (d) that the three year Capital Budget for 2019/2020, 2020/2021 and 2021/2022, 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 - 30, be approved for public release;
- (g) that Council specifically notes and considers the need to take up an external loan needed for investment in income generating infrastructure to the tune of R380 million, of which R160 million will be required in year 1, R120 million in year 2 and R100 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 takes note of the fact that the proposed electricity charges and tariff structure is subject to NERSA approval that could change materially; and
- (i) that Council takes note of MFMA circulars 93 and 94 that was published to guide the MTREF for 2019/2020 to 2021/2022 as set out in **APPENDICES 31 – 32**.

**FOR FURTHER DETAILS CONTACT:**

<b><i>NAME</i></b>	<b>KEVIN CAROLUS</b>
<b><i>POSITION</i></b>	<b><i>ACTING DIRECTOR: FINANCIAL MANAGEMENT SERVICES</i></b>
<b><i>DIRECTORATE</i></b>	<b><i>FINANCIAL SERVICES</i></b>
<b><i>CONTACT NUMBERS</i></b>	<b><i>021 808 8528</i></b>
<b><i>E-MAIL ADDRESS</i></b>	<b><i>kevin.carolus@stellenbosch.gov.za</i></b>
<b><i>REPORT DATE</i></b>	<b><i>27 March 2019</i></b>

6.	<b>REPORT/S BY THE MUNICIPAL MANAGER RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS COUNCIL MEETINGS</b>
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**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 6****NOTED**

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

7.	<b>CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: (ALD G VAN DEVENTER (MS))</b>
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7.1	<b>COMMUNITY AND PROTECTION SERVICES: (PC : CLLR J DE VILLIERS)</b>
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NONE

7.2	<b>CORPORATE SERVICES: (PC: CLLR AR FRAZENBURG)</b>
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7.2.1	<b>APPLICATION TO LEASE UNIT 1 OF BOSMANSHUIS (PART OF THE DORP STREET FLATS UNITS) TO THE INDEPENDENT ELECTORAL COMMISSION (IEC)</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

13 March and 27 March 2019

**1. SUBJECT: APPLICATION TO LEASE UNIT 1 OF BOSMANSHUIS (PART OF THE DORP STREET FLATS UNITS) TO THE IEC**

**2. PURPOSE**

To obtain approval from Council to conclude a lease agreement with the Independent Electoral Commission (IEC) in relation to unit 1 of Bosmanshuis situated on a portion of erf 1134, Stellenbosch.

**3. DELEGATED AUTHORITY**

Council must consider the item.

**4. EXECUTIVE SUMMARY**

An application to lease the premises from Stellenbosch Municipality was received from the IEC. They originally indicated their interest in an office in the Town Hall, but that office is needed for the Municipality's own operations. One of the Dorp Street flats was identified as a possible option. The premises that were identified for possible leasing by the IEC are Unit 1 in Bosmanshuis. The IEC inspected the premises and is happy that it will fulfil their needs. The IEC is a chapter 9 institution. Given that the National and Provincial election takes place in May 2019, the date of occupation is proposed as 1 June 2019.

Council must consider the application, taking into account the prescripts of the Asset Transfer Regulations, read with the provisions of the Property Management Policy.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.2.1****RESOLVED** (nem con)

- (a) that Unit 1 Bosmanshuis, situated on a portion of erf 1134, as shown on Fig.2, be identified as property not required for the municipality's own use during the period for which the right is to be granted;
- (b) that approval be granted, in principle, to enter into a 1 year lease agreement with an option to renew with the IEC at a monthly rental of R 9950, being 50% of fair market rental given that the IEC is a Chapter 9 (of the Constitution) institution;
- (c) that Council's intention to enter into an agreement with the IEC be advertised for public comments/inputs;
- (d) that, following the public notice period, an item be submitted to Council to make a final determination; and
- (e) that the normal rules in terms of maintenance of the inside of the building will be included in the rental agreement to be concluded.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	PIET SMIT
<b>POSITION</b>	<b>MANAGER: PROPERTY MANAGEMENT</b>
<b>DIRECTORATE</b>	<b>CORPORATE SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>021-8088189</b>
<b>E-MAIL ADDRESS</b>	<a href="mailto:Piet.smit@ Stellenbosch.gov.za">Piet.smit@ Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	<b>2019-03-07</b>

7.3	<b>FINANCIAL SERVICES: [PC: CLLR P CRAWLEY (MS)]</b>
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7.3.1	<b>MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR FEBRUARY 2019</b>
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Collaborator No: 633633  
IDP KPA Ref No: *Good Governance and Compliance*  
Meeting Date: 13 March 2019

**1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR FEBRUARY 2019**

**2. PURPOSE**

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2018/2019 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 (2018/2019) stipulate that SCM deviations be reported to Council. In compliance thereto, this report presents to Council the SCM deviations that occurred during February 2019.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.3.1**

**NOTED**

the deviations as listed for the month of February 2019 as indicated below:

DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR	CONTRACT DESCRIPTION	REASON	SUBSTANTIATION WHY SCM PROCESS COULD NOT BE FOLLOWED	TOTAL CONTRACT PRICE R
D/SM 36/19	18/02/2019	Gateway Metal Works (Pty) Ltd	The supply, delivery and installation of fencing at reservoirs in Stellenbosch WC024 area	Emergency	The contract (BSM 57/18) with the current service provider was terminated due to non-performance.  The reservoirs are vandalized on a weekly basis and the sub-standard fencing as well as the recyclable metal are being stolen. To ensure a fair process the	R2 068 395,18 (including VAT and 10% contingency)

					municipality sourced quotations from all bidders who initially tendered for BSM 57/18. From the 10 service providers who were approached, nine submitted quotations.	
D/SM 38/19	28/02/2019	Waste Mart (Pty) Ltd	Hiring of refuse compactors, as and when required.	Exceptional case and it is impractical or impossible to follow the official procurement processes.	The current service provider was terminated due to non-performance. The municipality needed to appoint a services provider to ensure continuous service delivery to the community. Subsequent to the termination of the contract, quotations were obtained from 3 reputable service providers.	R2 463 300.00 (including VAT)

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Kevin Carolus
<b>POSITION</b>	<b>ACTING CFO</b>
<b>DIRECTORATE</b>	<b>Finance</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8528</b>
<b>E-MAIL ADDRESS</b>	<b>Kevin.Carolus@ Stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>05 MARCH 2019</b>



7.3.2	<b>TABLING OF APPLICATION FOR DBSA GRANT FUNDING FOR COMPLETED AND FURTHER WORK TO BE DONE ON THE CAPITAL EXPENDITURE FRAMEWORK (CEF)</b>
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**Collaborator No:** 635118  
**File No:** 3/4/5/2/32 X 8/1/2/6  
**IDP KPA Ref No:** Good Governance and Compliance  
**Meeting Date:** 18 March 2019

**1. SUBJECT: TABLING OF APPLICATION FOR DBSA GRANT FUNDING FOR COMPLETED AND FURTHER WORK TO BE DONE ON THE CAPITAL EXPENDITURE FRAMEWORK (CEF)**

**2. PURPOSE**

To obtain Council's approval for submission of Development Bank of South Africa (DBSA) Funding for work completed and further work to be done on the Capital Expenditure Framework as part of the integrated Urban Development Grant process.

**3. DELEGATED AUTHORITY**

**MUNICIPAL COUNCIL.**

No specific delegation. Council support required from DBSA as sign of commitment of work to be done.

**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 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 purpose of the ICMs support strategy is to help translate IUDF policy into practical programmes of action in the ICMs.

Stellenbosch Municipality is participating in the Government's Intermediate City Municipalities Programme which is designed to support the Municipality to respond to the development challenges that it is facing. The Municipality is expected to develop and submit its Capital Expenditure Framework (CEF) to the Department of Cooperative Governance and Traditional Affairs (COGTA) within agreed timelines. The Municipality, having engaged with COGTA and with the Development Bank of Southern Africa (DBSA), has requested technical and other non-lending support from the DBSA to develop its Capital Expenditure Framework ("the Project").

Accordingly, the Municipality will be obliged to enter into a Grant Agreement ("the Agreement") with the DBSA, in terms of which the DBSA will make available a grant and/or technical resources to the benefit of the Municipality for the Project. Pursuant to the Agreement, the Municipality acknowledges that the Grant Amount from the DBSA shall be used solely for the Project which is to be executed by the Professional Services Provider appointed by the Municipality, or alternatively, appointed by the DBSA for the provision of the services relating to the Project for the benefit of the Municipality.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.3.2****RESOLVED** (nem con)

- (a) that Council hereby approves/supports the DBSA Grant support and any related technical support, and supports the implementation of the Project for which it will conclude a Grant Agreement with the DBSA;
- (b) that Council duly authorises and mandates the Municipal Manager (“Accounting Officer”) to sign the Grant Agreement on its behalf, and to sign and/or dispatch all documents and notices to be signed and/or dispatched by it under or in connection with the Agreement;
- (c) that Municipal Manager provides the DBSA with the Designated and Authorised Signatories, any of whom shall represent the Municipality on the Project Steering Committee for the purposes stated in the Agreement; and
- (d) that the Municipality provides the relevant FICA documentation required by the DBSA in terms of Regulations 3, 4, 5 and 6 of FICA (the Financial Intelligence Centre Act, 38 of 2001).

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Kevin Carolus
<b>POSITION</b>	Acting Chief Financial Officer
<b>DIRECTORATE</b>	Financial Services
<b>CONTACT NUMBERS</b>	021 – 808 8528
<b>E-MAIL ADDRESS</b>	Kevin.carolus@ Stellenbosch.gov.za
<b>REPORT DATE</b>	7 March 2019

7.3.3	<b>MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK: 2019/2020-2021/2022</b>
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(SEE ITEM 5.2 ABOVE)

7.4	<b>HUMAN SETTLEMENTS: [CLLR N JINDELA]</b>
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7.4.1	<b>STELLENBOSCH MUNICIPALITY: HOUSING PIPELINE (ANNUAL REVIEW 2019-2022)</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

*Good Governance and Compliance*

13 March 2019

**1. SUBJECT: STELLENBOSCH MUNICIPALITY: HOUSING PIPELINE (ANNUAL REVIEW 2019-2022)**

**2. PURPOSE**

To request Council to approve the Stellenbosch Municipality's Housing Pipeline (projects) for the next 3 financial years, for submission to the Provincial Department of Human Settlements (PDoHS).

**3. DELEGATED AUTHORITY**

**FOR DECISION BY MUNICIPAL COUNCIL**

In terms of System of Delegations, which reads as follows:

- Item 515 (Section 2 of the Housing Act) (Page 115) – Apply the general principles as set out in Section 2, when deciding on housing projects.

**4. EXECUTIVE SUMMARY**

The report relates to the annual review of the Stellenbosch Municipality Housing Pipeline. This particular review relates to the period 2019 to 2022.

The report requests the support of Council for the following housing project and initiatives:

- To require Council's support in principle in order to allow the new project to be submitted to the Provincial Department of Human Settlements for approval on the Housing pipeline; and
- To report on the process on existing housing projects on the current approved housing pipeline.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.4.1****RESOLVED** (nem con)

- (a) that the project in the table below be supported, in principle, and be submitted to Provincial Department of Human Settlements for approval on the Housing Pipeline:

	<b>PROJECT NAME</b>	<b>HOUSING PROGRAM</b>	<b>PROJECT PHASE</b>	<b>NO. OF SITES</b>	<b>NO. OF UNITS</b>
1.	Faure Agri-Village	IRDP/FLISP	Planning phase	480	480

- (b) that, given the location of the project, the land owner of Faure Agri-Village provide confirmation from the City of Cape Town regarding the provision of the bulk infrastructure;
- (c) that all potential beneficiaries that will benefit from the Faure Agri-Village housing project, must be registered on the Stellenbosch Municipality's housing database (waiting list);
- (d) that all potential beneficiaries as mentioned in (c) above, must be checked/verified against the provincial housing demand database for place of origin;
- (e) that Council takes note of the progress or lack thereof on current housing projects; and
- (f) that the housing pipeline be reviewed on an annual basis to align the project readiness with the DORA allocation.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Tabiso Mfeya
<b>POSITION</b>	<b>Director</b>
<b>DIRECTORATE</b>	<b>Director: Planning &amp; Economic Development</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8491</b>
<b>E-MAIL ADDRESS</b>	<i>tabiso.mfeya@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<b>6 March 2019</b>

7.5	INFRASTRUCTURE: [CLLR J DE VILLIERS]
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NONE

7.6	PARKS, OPEN SPACES AND ENVIRONMENT: [PC: CLLR N JINDELA]
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NONE

7.7	PLANNING AND ECONOMIC DEVELOPMENT: [PC: CLLR E GROENEWALD (MS)]
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7.7.1	KAYAMANDI / GEORGE BLAKE INFORMAL TRADING SITE: INCREASE OF PROJECT COST
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Collaborator No: 630214  
 IDP KPA Ref No: 17/7/1/3  
 Meeting Date: 13 March 2019

**1. SUBJECT: KAYAMANDI / GEORGE BLAKE INFORMAL TRADING SITE: INCREASE OF PROJECT COST**

**2. PURPOSE**

To obtain Council's approval to obtain the necessary authorization for the intended amendment of a contract concluded with Rekha Construction. Increase the initial order (350951) Formal Tender B/SM 42/18 from R 922 779.33 to R 1 427 340 and to extend the duration of the contract. (**ANNEXURE 1**)

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Rekha Construction was awarded the tender for the construction of the George Blake Kayamandi Informal Trading site. After the contractors went on site and started excavating the area, they found services that were not identified on the municipal IMQS system.

This resulted in changes in specifications and additional costs to the entire project, i.e. materials, supervision, security, etc. These costs will exceed the allowed 20% in terms of Circular number 62/2012 (National Treasury) as mentioned in paragraph 6.4.3.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.7.1****RESOLVED** (nem con)

- (a) that Council notes in terms of MFMA Section 116(3) the reasons for the change of scope/specification of the Kayamandi/George Blake Informal Trading site project;
- (b) that the tender amount (B/SM 43/18) for the provision of Professional Services be increased from R 922 779.33 to R 1 427 340;
- (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 representations 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:**

<b>NAME</b>	Tabiso Mfeya
<b>POSITION</b>	<i>Director</i>
<b>DIRECTORATE</b>	<i>Planning &amp; Economic Development</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8491</i>
<b>E-MAIL ADDRESS</b>	<i>tabiso.mfeya@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>4 December 2018</i>

7.7.2	TO AUTHORISE THE MUNICIPAL MANAGER TO START THE PRESCRIBED PUBLIC PARTICIPATION PROCESS AS PER CHAPTER 4 OF THE MUNICIPAL ASSET TRANSFER REGULATIONS, WITH THE VIEW OF FOLLOWING A TENDER/CALL FOR PROPOSAL PROCESS FOR OUTSOURCING THE MANAGEMENT/USE OF THE KAYAMANDI ECONOMIC AND TOURISM CORRIDOR (KETC)
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Collaborator No: 633452  
IDP KPA Ref No:  
Meeting Date: 13 March 2019

1. **SUBJECT: TO AUTHORISE THE MUNICIPAL MANAGER TO START THE PRESCRIBED PUBLIC PARTICIPATION PROCESS AS PER CHAPTER 4 OF THE MUNICIPAL ASSET TRANSFER REGULATIONS, WITH THE VIEW OF FOLLOWING A TENDER / CALL FOR PROPOSAL PROCESS FOR OUTSOURCING THE MANAGEMENT / USE OF THE KAYAMANDI ECONOMIC AND TOURISM CORRIDOR (KETC)**

2. **PURPOSE**

To gain authorisation for the Municipal Manager to start the prescribed public participation process as per Chapter 4 of the Municipal Asset Transfer Regulations, with the view of following a tender/call for proposal process in outsourcing the management/use the Kayamandi Economic Tourism Corridor.

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

The Kayamandi Economic and Tourism Corridor continues to be under-utilised. It is of critical importance that the Municipality finally delivers the correct strategy and operational model for the sustainable future benefit of the community.

This will include re-defining possible mixed-use outcomes, and appointing a suitably capacitated operator that will have the financial resources and operational experience to deliver a sustainable and relevant facility that serves real needs within the community. It is acknowledged that various operational reference models exist within the Western Cape, and that these are useful guides to articulating the type of outcome needed at KETC.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.7.2**

**RESOLVED** (majority vote)

- (a) that Council authorises the Municipal Manager to start the Public Participation Process (60 days) as per Chapter 4 of the Asset Transfer Regulations with the intention of following an appropriate process for the outsourcing and management of the Kayamandi Economic and Tourism Corridor;

- 
- (b) that Council gives reasonable consideration to all regulations and processes required by the Municipal Policy on the Management of Immovable Property, the Asset Transfer Regulations and prescriptions of the MFMA, and then to follow the process that best ensures the correct operational outcome for the Kayamandi Economic and Tourism Corridor;
- (c) that the local community be invited to submit representations; and
- (d) that the Municipal Manager be authorized to conclude the contract or agreement after (c) above is finalized in terms of the applicable Act/Regulation.

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

*Cllrs RS Nalumango (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.*

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Tabiso Mfeya
<b>POSITION</b>	<b>Director</b>
<b>DIRECTORATE</b>	<b>Planning &amp; Economic Development</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8491</b>
<b>E-MAIL ADDRESS</b>	<b>tabiso.mfeya@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>1 March 2019</b>



<b>7.7.3</b>	<b>PUBLIC PARTICIPATION PROCESS: FUTURE USE / UPGRADE OF THE BRAAK</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

13 March 2019

**1. SUBJECT: PUBLIC PARTICIPATION PROCESS: FUTURE USE / UPGRADE OF THE BRAAK**

**2. PURPOSE**

To obtain Council's approval to follow a public participation process on a proposed Call for Design Proposals regarding the future use and upgrade of the Braak.

**3. DELEGATED AUTHORITY**

For decision by Municipal Council.

**4. EXECUTIVE SUMMARY**

The item seeks Council's approval to follow a Public Participation Process on a proposed Call for Design Proposals regarding the future use of the Braak as a productive open space not excluding informal trading. It furthermore elaborates on the different steps to be followed up to the point of a Call for Design Proposals and the actual Implementation.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.7.3**

**RESOLVED** (nem con)

- (a) that Council authorises the Municipal Manager to follow a public participation process on the proposed future use / upgrade of the Braak; and
- (b) that, following the public participation process (90 days), Council considers the inputs received before embarking on a Call for Design Proposals.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Tabiso Mfeya
<b>POSITION</b>	<i>Director:</i>
<b>DIRECTORATE</b>	<i>Planning &amp; Economic Development</i>
<b>CONTACT NUMBERS</b>	021-808 8491
<b>E-MAIL ADDRESS</b>	<a href="mailto:Tabiso.Mfeya@ Stellenbosch.gov.za">Tabiso.Mfeya@ Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	2019-03-11

7.7.4	<b>INVITATION AND CALL FOR NOMINEES FOR THE MUNICIPAL PLANNING TRIBUNAL IN TERMS OF THE PROVISIONS OF THE STELLENBOSCH MUNICIPAL LAND USE PLANNING BY-LAW (2015) AND THE AMENDMENT OF THE HOURLY RATE PAYABLE TO THE STELLENBOSCH MUNICIPAL PLANNING TRIBUNAL</b>
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Collaborator No:

File No:

1/1/1/40

IDP KPA Ref No:

D535

Meeting Date:

18 March 2019

**1. SUBJECT: INVITATION AND CALL FOR NOMINEES FOR THE MUNICIPAL PLANNING TRIBUNAL IN TERMS OF THE PROVISIONS OF THE STELLENBOSCH MUNICIPAL LAND USE PLANNING BY-LAW (2015) AND THE AMENDMENT OF THE HOURLY RATE PAYABLE TO THE STELLENBOSCH MUNICIPAL PLANNING TRIBUNAL**

**2. PURPOSE**

To obtain Council's approval to invite and call for nominees suitably experienced and qualified external professionals to serve as members of the Municipal Planning Tribunal in terms of the provisions of the Stellenbosch Municipal Land Use Planning By-law (2015) (hereinafter referred to as "the By-law") and to facilitate the increase in the hourly remuneration of these members.

**3. DELEGATED AUTHORITY**

For decision by Council.

In terms of the Stellenbosch Municipality Land Use Planning By-law 2015; the Spatial Planning Land Use Management Act No 16 of 2013 [SPLUMA] and the Western Cape Land Use Planning Act No 3 of 2014 [LUPA], as well as regulations governing these pieces of legislation (SPLUMA/LUPA).

**4. EXECUTIVE SUMMARY**

In terms of Section 70(1) of Stellenbosch Municipality Land Use Planning By-law (2015), read with Section 35 (1) of SPLUMA, the Municipality must establish a Municipal Planning Tribunal to consider and decide on land use applications made in terms of the By-law.

Council resolved, as per item 8.6 on 27 May 2015, that the term of office for the current Stellenbosch MPT shall be a period of three years which period would come to an end on 1 March 2019. The aforesaid resolution also contained details in respect of the remuneration and travel expenses of the MPT members. Subsequently, Council resolved, as per item 8.6 on 25 November 2015, to appoint external Municipal Planning Tribunal members as recommended by the evaluation panel for the three year period referred to above. For the last three years since June 2015, the Municipal Planning Tribunal has been constituted and operated professionally. Council recently resolved, as per item 8.2.2 on 27 February 2019, to extend the term of office of the current Municipal Planning Tribunal for a further period of four months, until 1 July 2019.

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Permission is now sought from Council to proceed with the invitation and call for nominations in terms of Section 72 (1)(b) of the By-law for suitably experienced and qualified external professionals to serve as members of the Municipal Planning Tribunal in terms of the provisions of the Stellenbosch Municipal Land Use Planning By-law (2015). This process will include, but not be limited to:

- (i) the publication of a notice in the various local and regional newspapers and on the Municipal website calling on nominations to serve on the Municipal Planning Tribunal;
- (ii) the Administration assisting the Mayco to determine the terms of reference to be used as criteria for the evaluation of the nominated MPT members;
- (iii) the Administration assisting in the establishment of an evaluation panel to evaluate the nominations for MPT members received by the Municipality, which panel will consist of all the members of the Planning Portfolio Committee and all the Directors, or their delegated officials.

In respect of the remuneration of the external MPT members, Council subsequently resolved in (b) of Item 7.3.3 of the 10<sup>th</sup> Council meeting dated 26 July 2017 to amend resolution (e)(i) of Council Item 8.6 dated 27 May 2015, to remunerate the members in line with SACPLAN professional fees (Category B) from R 300,00 to R 1000,00 per hour to a maximum remuneration equal to five hours per meeting.

In light of inflation and increases consequential thereto, it is necessary to adjust the rate at which members are paid to ensure that suitably qualified professional members are attracted or avail themselves to be nominated to serve on the MPT. It will be recommended that the hourly rate be amended according to the latest publication of the South African Council of Professional Planners (SACPLAN) increased professional fees rate. This will be to allow for the increase in the hourly remuneration rate of MPT members from R 1000,00 to a capped rate of R 1500,00 per hour to a maximum remuneration equal to five hours per meeting.

#### **25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.7.4**

##### **RESOLVED** (majority vote with abstentions)

- (a) that Council approves the invitation and call for nominees for suitably experienced and qualified external professionals to serve as members of the Municipal Planning Tribunal in terms of the provisions of the Stellenbosch Municipal Land Use Planning By-law (2015);
- (b) that the Administration assist the Mayco to determine the terms of reference to be used as criteria for the evaluation of the nominated MPT members;
- (c) that the Administration assist in the establishment of an evaluation panel to evaluate the nominations for MPT members received by the Municipality, which panel will consist of the Chairperson of the Planning Portfolio Committee and all the Directors;
- (d) that the Administration assist the Mayco to determine the ideal number of external MPT Members, taking into account the private schedule and availability of such members to regularly attend to MPT meetings;

- 
- (e) that the Administration assist the Mayco to determine the term of office for the MPT, taking into account the recommendations from the evaluation panel with regards to the nominations as well as Section 73(1) of Stellenbosch Municipality Land Use Planning By-law (2015) which refers to a maximum period of 5 years, or a shorter period as the Municipality may determine; and
- (f) that Council amend resolution (b) of Council Item 7.3.3 dated 26 July 2017 (10th Council meeting) in line with latest publication of the South African Council of Professional Planners (SACPLAN) increased professional fees rate (Category B) to allow for the increase in the hourly remuneration rate of MPT members from R 1000,00 to a capped rate of R 1250,00 per hour to a maximum remuneration equal to five hours per meeting.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Tabiso Mfeya
<b>POSITION</b>	<i>Director</i>
<b>DIRECTORATE</b>	<i>Planning &amp; Economic Development</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8491</i>
<b>E-MAIL ADDRESS</b>	<i>tabiso.mfeya@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>1 March 2019</i>

7.8	<b>RURAL MANAGEMENT AND TOURISM: [PC: CLLR S PETERS]</b>
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NONE

7.9	<b>YOUTH, SPORTS AND CULTURE: [PC: M PIETERSEN ]</b>
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NONE

7.10	<b>REPORTS SUBMITTED BY THE MUNICIPAL MANAGER</b>
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7.10.1	<b>TABLING OF DRAFT CAPITAL EXPENDITURE FRAMEWORK IN PREPARATION FOR INTEGRATED URBAN DEVELOPMENT GRANT</b>
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Collaborator No:

File No:

3/4/5/2/32 X 8/1/2/6

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

13 and 27 March 2019

**1. SUBJECT: TABLING OF DRAFT CAPITAL EXPENDITURE FRAMEWORK IN PREPARATION FOR THE INTEGRATED URBAN DEVELOPMENT GRANT**

**2. PURPOSE**

To obtain Council's approval for submission of the Draft Capital Expenditure Framework (CEF) to the National Department of Cooperative Government and Traditional Affairs (CoGTA) as part of the Integrated Urban Development Grant (2020-2030) application.

**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 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 will be 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 Capital Expenditure Framework must be submitted to the Department of Cooperative Governance (CoGTA) as part of the formal application by 31 March 2019.

There are a number of key intentions in introducing the CEF as the basis for monitoring the IUDG, namely:

- a) To ensure that priorities identified in the Spatial Development Framework are translated into capital programmes;
- b) To promote long-term infrastructure planning;
- c) To promote infrastructure planning that is better integrated across sectors and spheres and within space; and
- d) To promote a more integrated approach to planning within municipalities that brings together technical, financial and planning expertise.

#### 25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.10.1

**RESOLVED** (majority vote with abstentions)

that the Draft Capital Expenditure Framework be approved for submission to the National Department of Cooperative Government and Traditional Affairs (CoGTA) by 31 March 2019.

#### FOR FURTHER DETAILS CONTACT:

<b>NAME</b>	Shireen de Visser
<b>POSITION</b>	Senior Manager: Governance
<b>DIRECTORATE</b>	Office of the Municipal Manager
<b>CONTACT NUMBERS</b>	021 – 808 8035
<b>E-MAIL ADDRESS</b>	shireen.devisser @stellenbosch.gov.za
<b>REPORT DATE</b>	6 March 2019

7.10.2	<b>MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) OVERSIGHT REPORT ON THE ANNUAL REPORT 2017/18</b>
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Collaborator No: 634962  
 File No: 3/5/3/5  
 IDP KPA Ref No: Good Governance and Compliance  
 Meeting Date: 18 March 2019

**1. SUBJECT: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) OVERSIGHT REPORT ON THE ANNUAL REPORT 2017/18**

**2. PURPOSE**

The purpose of the report is:

- (i) to enable the MPAC/Oversight Committee to execute its oversight responsibility in considering the Stellenbosch Municipality's Annual Report for 2017/18 as required in terms of Section 129(1) of the MFMA, Act 56 of 2003; and
- (ii) to recommend to Council on the approval of the Annual Report 2017/18 **(distributed under separate cover as APPENDIX 1)**.

**3. DELEGATED AUTHORITY**

**MUNICIPAL COUNCIL**

In terms of Section 129(1) of the Municipal Finance Management Act (MFMA), (Act No 56 of 2003) *"The council of a municipality must consider the annual report of the municipality and of any municipal entity under the municipality's sole or shared control, and by no later than two months from the date on which the annual report was tabled in the council in terms of section 127, adopt an oversight report containing the council's comments on the annual report, which must include a statement whether the council has*

-

- (a) *approved the annual report with or without reservations;*
- (b) *rejected the annual report; or*
- (c) *referred the annual report back for revision of those components that can be revised."*

The comprehensive questionnaires with the corresponding responses provided by the Administration including supporting documents are attached as **APPENDIX 2**.

The written representation as submitted by the public is attached as **APPENDIX 3**.

The MPAC/Oversight Report, inclusive of the comments and recommended remedial actions, is attached as **APPENDIX 4**.

**4. EXECUTIVE SUMMARY**

The Annual Report 2017/18 was referred by Council to the MPAC, which fulfilled the functions of the Oversight Committee. The appointment and mandate of the MPAC/Oversight Committee are informed by the MFMA Circular 32 of 2006.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 7.10.2****RESOLVED** (majority vote)

- (a) that Council, having fully considered the Annual Report 2017/18 of the Municipality and representations thereon, adopts the Oversight Report 2017/18; and
- (a) that Council approves the Annual Report 2017/18 without reservations.

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

*Clr RS Nalumango (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.*

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Gurswin Cain
<b>POSITION</b>	Manager: IDP and PMS
<b>DIRECTORATE</b>	Office of the Municipal Manager
<b>CONTACT NUMBERS</b>	021 – 808 8174
<b>E-MAIL ADDRESS</b>	<a href="mailto:gurswin.cain@stellenbosch.gov.za">gurswin.cain@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	6 March 2019



7.10.3	<b>APPROVAL OF THE DRAFT SECOND REVIEW OF THE FOURTH GENERATION IDP (2017 – 2022)</b>
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(SEE ITEM 5.1 ABOVE)

8.	<b>CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER</b>
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8.1	<b>MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): [CLLR WF PIETERSEN]</b>
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8.1.1	<b>CONSIDERATION OF EXPENDITURE INCURRED RELATING TO THE 2017/2018 FINANCIAL YEAR</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

19 March 2019

**1. SUBJECT: CONSIDERATION OF EXPENDITURE INCURRED RELATING TO THE 2017/2018 FINANCIAL YEAR**

**2. PURPOSE OF REPORT**

To provide information regarding the irregular expenditure incurred in the 2017/2018 financial year and, to be recommended to and considered by Council to certify the expenditure as irrecoverable and to be written off by Council in terms of Section 4.36.1a (i) of Stellenbosch Municipality Supply Chain Policy (2017/2018).

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Section 32(2)(b) of the Municipal Finance Management, 2003 (Act 56 of 2003) (MFMA) require a municipality to recover unauthorised, irregular or fruitless and wasteful expenditure from the person liable for that expenditure unless the expenditure, in the case of irregular or fruitless and wasteful expenditure, is, after investigation by a council committee, certified by the council as irrecoverable and written off by the council.

Expenditure was identified in the 2017/2018 financial year by the Auditor-General which was not aligned or non-compliant with Council approved policies and the Municipal Financial Management Act. All known instances of non-compliance with legislation, which the Municipality is aware of and whose effects should be considered have been recorded.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 8.1.1**

Before deliberations on the matter, Cllr S Schäfer recused himself for the duration of the item.

**RESOLVED** (nem con)

- (a) that Council takes note of the finding of the Auditor-General;
- (b) that Council takes note of the circumstances as provided by the Municipal Manager and Chief Financial Officer in the handling of the matter;
- (c) that, based on the above, Council writes off the irregular expenditure to the value of R5 083 159.00 (Excluding VAT) as irrecoverable; and
- (d) that the Administration implements corrective measures.

8.1.2	<b>CONSIDERATION OF EXPENDITURE INCURRED RELATING TO LOCAL PRODUCTION AND CONTENT</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

19 March 2019

**1. SUBJECT: CONSIDERATION OF EXPENDITURE INCURRED RELATING TO LOCAL PRODUCTION AND CONTENT**

**2. PURPOSE OF REPORT**

To provide information regarding the irregular expenditure incurred relating to local production and content and, to be recommended and considered by Council to certify the expenditure as irrecoverable and to be written off by Council as per the Stellenbosch Municipal Supply Chain Management Policy (2017/2018) embodied from the principles as specified in the Preferential Procurement Regulations of 2017.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Preferential Procurement Regulations (PPR) 2017, PPR 8(2), requires that, an organ of the state must, in case of a designated sector, advertise the invitation to tender with a specific condition that only locally produced or locally manufactured goods, meeting the stipulated minimum threshold for local production and content, will be considered.

The Auditor-General, in its findings during the 2017/2018 financial year, identified that the Municipality did not include a specific condition that local production and content is applicable when inviting bidders to tender (advertisement). The Municipality also did not include the local production and content in the bid documents (MBD 6.2) and the suppliers declared accordingly. Procurement made that does not comply with Preferential Procurement Regulations 2017, PPR 8(2) exhibits irregular expenditure.

However, the Municipality disagrees with the findings of the Auditor-General, as the PPFA Regulations of 2017 does not stipulate in brackets (advertisement) as alluded in the findings. In order to advertise, the invitation to tender places emphasis on the tender document that need to include the minimum thresholds (MBD6.2) that are advertised as a complete document and from which potential bidders submit bid offers.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 8.1.2**

**RESOLVED** (majority vote)

- (a) that Council takes note of the finding of the Auditor-General;
- (b) that Council takes note of the circumstances as provided by the Municipal Manager and Chief Financial Officer in the handling of the matter;

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- (c) that, based on the above, Council writes off the irregular expenditure to the value of R32,721,307.37 (Excluding VAT) as irrecoverable; and
- (d) that the Administration implements corrective measures.

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

*Cllr RS Nalumango (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.*

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Kevin Carolus
<b>POSITION</b>	<b>Acting Chief Financial Officer</b>
<b>DIRECTORATE</b>	<b>Financial Services</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8509</b>
<b>E-MAIL ADDRESS</b>	kevin.carolus@ Stellenbosch.gov.za
<b>REPORT DATE</b>	<b>19 March 2019</b>

8.1.3	<b>CONSIDERATION OF EXPENDITURE INCURRED RELATING TO THE SHORT TERM INSURANCE PORTFOLIO</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

19 March 2019

**1. SUBJECT: CONSIDERATION OF EXPENDITURE INCURRED RELATING TO THE SHORT TERM INSURANCE PORTFOLIO**

**2. PURPOSE OF REPORT**

To provide information regarding the irregular expenditure incurred relating to the Short Term Insurance Portfolio and, to be recommended to and considered by Council to certify the expenditure as irrecoverable and to be written off by Council in terms of Section 4.36.1a (v) of Stellenbosch Municipality Supply Chain Policy (2017/2018).

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Section 32(2)(b) of the Municipal Finance Management, 2003 (Act 56 of 2003) (MFMA) require a municipality to recover unauthorised, irregular or fruitless and wasteful expenditure from the person liable for that expenditure unless the expenditure, in the case of irregular or fruitless and wasteful expenditure, is, after investigation by a council committee, certified by the council as irrecoverable and written off by the council.

In terms of Section 4.36.2 of the Stellenbosch Municipality Supply Chain Policy (2017/2018), reasons for any deviations must be recorded and reported to Council and should be included as a note to the annual financial statements.

The Auditor-General, in its audit during 2017/18 identified deviations with documented reasons from the deviation register, recorded as "*it was impractical to follow the official procurement process*". The Communication of audit finding No. 43 of 2018 stipulated that evidence could not be produced to support the reason for the deviation being impractical and that the procurement process followed through the deviation was not in terms of the supply chain management regulations and the expenditure was considered as irregular.

The Municipality however disagrees with the findings of the Auditor-General, due to the fact that it was impractical to follow the procurement process. The services of an appropriately experienced Insurance Professional were unobtainable to support the Municipality in compiling constructive specifications for the tender. The Municipality has done adequate considerations for the approval of the deviation. Management monitoring processes were sufficient to ensure that the official competitive procurement process is followed when appointing the service provider.

The table below depicts the matter that was raised by the Auditor-General during their audit of the Municipality, and as a corrective measure, the administration is requesting Council to write off these irregular expenditure with the explanations and recommendation given.

Deviation No	Date	Description	Reason	Supplier name(s)	Contract Value
DSM13/18	22/06/2017	Short Term Insurance Portfolio	Impractical to follow the official procurement processes	AON	R4,715,900

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 8.1.3****RESOLVED** (nem con)

- (a) that Council writes off the irregular expenditure to the value of R4,715,900 (Excluding VAT); and
- (b) that Council notes the explanations given by the Administration and that corrective measures be implemented.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Kevin Carolus
<b>POSITION</b>	<i>Acting Chief Financial Officer</i>
<b>DIRECTORATE</b>	<i>Financial Services</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8509</i>
<b>E-MAIL ADDRESS</b>	kevin.carolus@ Stellenbosch.gov.za
<b>REPORT DATE</b>	<i>19 March 2019</i>

<b>8.1.4</b>	<b>CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY HE &amp; SHE DRIVER TRAINING CENTRE</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

19 March 2019

**1. SUBJECT: CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY HE & SHE DRIVER TRAINING CENTRE**

**2. PURPOSE OF REPORT**

To provide information regarding the irregular expenditure for investigation by MPAC and to be recommended to and considered by Council to certify the expenditure as irrecoverable and to be written off by Council in terms of the MFMA Section 32 (2). The expenditure with regard to the procurement of services for learners licence training for Code EC driver license is regarded as irregular because it breached the procurement process.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

A request for training was received from Traffic Services and Traffic Engineering Services for Code EC driver's license. He and She Driver Training Centre was appointed as the service provider to facilitate the required training. The service provider was appointed for facilitation of driver license training that did not include training for learners' license.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 8.1.4**

**RESOLVED** (nem con)

- (a) that Council takes note of the report of the Administration and especially the Municipal Manager's comments; and
- (b) that Council certifies the expenditure to the amount of R 1990.95 for services rendered, and that the amount be written off.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	A de Beer
<b>POSITION</b>	<i>Director: Corporate Services</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>19 March 2019</i>

8.2	<b>OFFICE OF THE MUNICIPAL MANAGER</b>
8.2.1	<b>APPOINTMENT OF ONE (1) NEW MEMBER AND RENEWAL OF TWO (2) MEMBERS TERMS OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY</b>

**Collaborator No:** 634938  
**File No:** 3/4/5/2/8 x 3/6/3  
**IDP KPA Ref No:** Good Governance  
**Meeting Date:** 27 March 2019

**1. SUBJECT: APPOINTMENT OF ONE (1) NEW MEMBER AND RENEWAL OF TWO (2) MEMBERS TERMS OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY**

**2. PURPOSE**

To obtain Council's approval for the appointment of one (1) new member to the Audit and Performance Audit Committee and renew the term of two (2) current members of the Audit and Performance Audit Committee.

**3. DELEGATED AUTHORITY**

The delegated authority for the appointment of Audit and Performance audit Committee members is Council.

**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.

A vacancy has opened on the Audit and Performance Audit Committee of Stellenbosch Municipality due to the term of the Chairperson, Mrs Reyhana Gani concluding. Audit And Performance Audit Committee members are allowed to serve two (2) terms each of which is three (3) years in terms of legislation and National Treasury Circular 65. Mrs Gani has served for two terms.

Simultaneously the first term of two members, Dr Nimrod Llewellyn Mortimer and Mr Jeremy Fairbairn, also conclude on 31 March 2019.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 8.2.1**

**RESOLVED** (nem con)

- (a) that Council appoints Ms June Williams as a member to the Audit and Performance Audit Committee for a period of three years commencing on 1 April 2019;
- (b) that Council renew the term of Dr Nimrod Llewellyn Mortimer and Mr Jeremy Fairbairn for a second and final term of three years commencing on 1 April 2019; and
- (c) that a new Chairperson be elected at the next meeting of the Audit and Performance Audit Committee, and Council be informed of same.



<b>8.2.2</b>	<b>IDA'S VALLEY HOUSING PROJECT: MARKETING</b>
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**Collaborator No:** 635697  
**File No:**  
**IDP KPA Ref No:** Good Governance  
**Meeting Date:** 27 March 2019

**1. SUBJECT: IDA'S VALLEY HOUSING PROJECT: MARKETING**

**2. PURPOSE**

To obtain approval from Council regarding a recommendation in terms of the marketing approach related to tender B/SM 246/09B.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

The Marketing strategy that was used by the marketing team of the project has raised numerous concerns and questions from Council and the community. In order to address these concerns, it is imperative that an approved marketing process be adopted to provide a fair and transparent approach. It is therefore prudent that the municipality provide the marketing team with clear guidelines in order to implement the marketing approach and to avoid any further delays and misunderstandings by stakeholders in the project.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 8.2.2**

**RESOLVED** (majority vote)

- (a) that Council approves the method proposed as stated below:
- (i) Must be a South African citizen.
  - (ii) Must reside in Ida's Valley – utility account/lease agreement/proof of address or sworn affidavit by third party to substantiate domicile.
  - (iii) One unit per purchaser.
  - (iv) Should have a combined household income of less than R 30 000 per month before tax.
  - (v) Should potential buyer have moved out of Ida's Valley due to circumstances, proof of parents' municipal account or sworn affidavits by third party may be used as proof of domicile.
  - (vi) Should the potential beneficiaries qualify for a Finance Linked Individual Subsidy Programme (FLISP), the marketing agent will facilitate the subsidy application.

- (b) that Council approves the criteria as stated below, to proceed with marketing outside Ida's Valley, after 30 April 2019
- (i) that after consideration of all applications from Ida's Valley community, opportunity be extended to all residents from areas of ward 5 and ward 6 and after the above that all other mentioned criteria be followed;
  - (i) Must be a South African citizen.
  - (ii) Must reside or work in Stellenbosch WCO24 for at least 5 years – utility account/lease agreement/proof of address/proof of employment to substantiate domicile.
  - (iii) Must preferably be a previously disadvantaged individual/applicant.
  - (iv) Must be a first time home owner.
  - (v) One unit per purchaser.
  - (vi) Should have a combined household income of less than R 30 000 per month before tax.
  - (vii) Should the potential beneficiaries qualify for a Finance Linked Individual Subsidy Programme (FLISP), the marketing agent will facilitate the subsidy application.

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

*Councillors RS Nalumango (Ms); N Sinkinya (Ms); P Sitshoti (Ms) and LL Stander.*

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Tabiso Mfeya
<b>POSITION</b>	<b>Director</b>
<b>DIRECTORATE</b>	<b>Director: Planning &amp; Economic Development</b>
<b>CONTACT NUMBERS</b>	<b>021 808 8491</b>
<b>E-MAIL ADDRESS</b>	<i>tabiso.mfeya@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<b>15-03-2019</b>

8.2.3	<b>APPLICATION FOR EVENT SUPPORT – ABSA CAPE EPIC 2019</b>
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**Collaborator No:** 635697  
**File No:**  
**IDP KPA Ref No:** Safest Valley  
**Meeting Date:** 27 March 2019

**1. SUBJECT: APPLICATION FOR EVENT SUPPORT – ABSA CAPE EPIC 2019**

**2. PURPOSE**

To obtain Council approval for event support as a destination partner to host the Absa Cape Epic 2019 event in Stellenbosch.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

The Absa Cape Epic is an international, UCI registered, 8-day stage race which takes place in March each year. The event draws mountain bikers from around the world and has been coined as “the race that every professional cyclist aspires to win and all amateur riders desire to ride.”

The format of the event includes making use of five venues, two of which host the Prologue (first day) and Grand Final (last day) respectively. The other three venues host the race villages from which the racing days are staged and include full services and infrastructure in support of the participants. This infrastructure includes activations, hospitality, sleeping tents for riders and crew, dining marquees, kitchens, media facilities, a full field hospital and bike wash/storage facilities.

In partnering with the Stellenbosch Municipality, the event proposes a one-year agreement for the 2019 edition of the race, being staged from 17-24 March 2019. This is an international event which showcase Stellenbosch as a destination of choice, with economic spin-offs in the field of hospitality and tourism industries.

It should further be noted that the Cape Epic has already paid for the use of Paradyskloof grounds which amounts to R7 141.00 for 22 March 2019 and R14 828.00 for 23 & 24 March 2019. Notwithstanding the above, the Stellenbosch Local Municipality has already been marketed as a destination partner for the ABSA Cape Epic 2019 event.

The item has served before the Section 80 Community and Protection Services Portfolio Committee on 6 March 2019, was endorsed and recommended to Mayco and Council for approval.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 8.2.3****RESOLVED** (nem con)

- (a) that Council approves the request for event support for the 2019 Cape Epic event on the basis of the following:
- (i) that Council waives the costs for municipal services including Waste and Cleaning Services, Traffic Services and Law Enforcement Services as per the approved Events Policy;
  - (ii) that Council waives the cost for the use of Paradyskloof municipal grounds of R7 141.00 for 22 March 2019, and R14 828.00 for 23 and 24 March 2019 which has already been paid, and that said amounts be refunded;
  - (iii) that no cash payment be approved for the 2019 Cape Epic event; and
- (b) that the Municipal Manager be mandated to negotiate a Destination Partnership Agreement with the Cape Epic, effective from the 2020 Cape Epic event.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	NEVILLE LANGENHOVEN
<b>POSITION</b>	<b>ACTING MANAGER: LAW ENFORCEMENT</b>
<b>DIRECTORATE</b>	<b>COMMUNITY &amp; PROTECTION SERVICES</b>
<b>CONTACT NUMBERS</b>	021 – 808 8497
<b>E-MAIL ADDRESS</b>	<a href="mailto:Neville.langenhoven@ Stellenbosch.gov.za">Neville.langenhoven@ Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	20 March 2019

9.	<b>MATTERS FOR NOTIFICATION</b>
9.1	<b>REPORT BY THE EXECUTIVE MAYOR</b>
9.1.1	<b>REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 18 FEBRAURY 2019</b>

Collaborator No: 635697  
 File No:  
 IDP KPA Ref No: Good Governance  
 Meeting Date: 27 March 2019

**1. SUBJECT: REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 18 FEBRUAY 2019**

**2. PURPOSE**

To inform Council of the matters under discussion at the Mayor – Rector Forum meeting held on 18 February 2019.

**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 18 February 2019. The minutes is attached as **ANNEXURE A**.

**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 9.1.1**

**NOTED**

the report from the Executive Mayor on The Mayor–Rector Forum Meeting dated 18 February 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	DONOVAN MULLER
<b>POSITION</b>	<b>OFFICE MANAGER: EXECUTIVE MAYOR</b>
<b>DIRECTORATE</b>	<b>CORPORATE AND STRATEGIC SERVICES</b>
<b>CONTACT NUMBERS</b>	021 8088314
<b>E-MAIL ADDRESS</b>	<a href="mailto:Donovan.Muller@ Stellenbosch.gov.za">Donovan.Muller@ Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	27 March 2019

<b>9.2</b>	<b>REPORT BY THE SPEAKER</b>
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NONE

<b>9.3</b>	<b>REPORT BY THE MUNICIPAL MANAGER</b>
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<b>9.3.1</b>	<b>REPORTING ON THE RELIEF AND CHARITABLE FUND (MAYORAL FUND): JANUARY 2018 – MARCH 2019</b>
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**Collaborator No:**

**IDP KPA Ref No:**

**Meeting Date:**

**Good governance and Compliance**

**27 March 2019**

**1. REPORTING ON THE RELIEF AND CHARITABLE FUND (MAYORAL FUND):  
JANUARY 2018 – MARCH 2019**

**2. PURPOSE**

The Executive Mayor receives on a regular basis requests for grants, donations and financial assistance from various organisations, groups and individuals. Most of these are dealt with through the normal Grants-in-Aid Policy, but some deserving requests fall outside the ambit of the policy.

It is thus along these lines that a mechanism was put in place that could address these deserving relief and / or charitable cases. In this regard a "Relief and / or Charitable Fund" was established for this purpose.

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

The fund was established during 2017. The purpose of the item is to provide feedback on the donations that have been paid out to applicants in line with the Guidelines approved by Council.

The Municipal Manager must report to Council in respect of the status of the "Fund" including amounts withdrawn, and the names and amounts of the beneficiaries. Any donation(s) received must also be reported.

On 12 April 2018, a Mayoral Golf Day was held at the Stellenbosch Golf Club and R75 000, 00 was pledged towards the fund.

List of funds paid out 2018/2019: See **APPENDIX 1**.

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**25<sup>TH</sup> COUNCIL MEETING: 2019-03-27: ITEM 9.3.1****NOTED**

the Report on the Relief and Charitable Fund (Mayoral Fund) for the period of January 2018 – March 2019.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Geraldine Mettler
<b>POSITION</b>	<i>Municipal Manager</i>
<b>DIRECTORATE</b>	<i>Municipal Manager</i>
<b>CONTACT NUMBERS</b>	021 808 8025
<b>E-MAIL ADDRESS</b>	<a href="mailto:mm@stellenbosch.gov.za">mm@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	27 March 2019

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

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

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

13.	<b>CONSIDERATION OF REPORTS</b>
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13.1	<b>REPORTS SUBMITTED BY THE SPEAKER</b>
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NONE

13.2	<b>REPORTS SUBMITTED BY THE EXECUTIVE MAYOR</b>
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NONE

14.	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>
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(SEE PINK DOCUMENTATION)

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The meeting adjourned at 14:40.

**CHAIRPERSON:** .....**DATE:** .....**Confirmed on** ..... **with/without amendments.**